



**CITY OF DOVER**

**COCHECHO WATERFRONT DEVELOPMENT ADVISORY  
COMMITTEE - MINUTES**

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center Room 305, 61 Locust Street, Dover, NH  
Meeting Date: **Monday, December 1, 2014**  
Meeting Time: **5:30 pm**

**PRESENT:** Jack Mettee (Chair), Frank Torr, Kim Schuman, Sean Fitzgerald, Dana Lynch, Jack Buckley

**EXOFFICIO MEMBERS:** Mayor Karen Weston

**STAFF:** Gary Bannon –Recreation, Steve Bird – City Planner

**OTHERS:** Beth Fischer, Norm Fracassa, Dean Peschel, others

**1. Meeting was called to order at 5:38 pm.**

**2. Minutes of November 17, 2014**

**Motion:** Torr made the motion to approve the minutes of 11/17/14, Lynch seconded. Vote: UA.

**3. Citizens Forum:** None

**4. Changes to the Agenda:** None

**5. Correspondence**

Mettee informed members that Jim Schulte has sent an e-mail resigning from the committee.

**6. Old Business:** None

**7. New Business**

**A. Report From Marketing Analysis RFQ Proposal Sub-committee and Consultant Recommendation**

Fitzgerald stated that there were 5 proposals submitted and the subcommittee met on 11/12 to narrow it down to two consultants that were interviewed on 11/24. There were 2 very qualified firms, but in the end the sub-committee is recommending that Abrahamson & Associates be selected.

Buckley: Was cost a factor in the selection?

Bird: The RFP did not require that they submit a cost proposal. However the City Purchasing Agent has been working with Barry Abramson on what it would cost and he just submitted his cost proposal last Wednesday. During the interview he indicated that he really wanted the job and although he felt the \$30,000 budgeted might be low, his proposal came in at \$30,000.

Weston: Has he done work for the city before?

Mettee: Yes, he was hired to assist CWDAC in the formulation of the Land Disposition Agreement. He was very helpful to us.

**Motion:** Lynch made a motion to approve the recommendation of the sub-committee to hire Abrahamson & Associates for the Market Analysis, Buckley seconded. Vote: UA.

## **B. Update on Environmental Conditions and Permitting – Dean Peschel**

Peschel: There has been a lot of environmental characterization done on the waterfront parcel over the years. We will need to prepare a Remedial Action Plan once the development plan has been finalized. To deal with the pocket of tannery waste that we know about, we want to excavate the hides and place them in the dredge cell, for which DES has granted us a waiver to do. There are two other city projects ongoing that are providing soil that will be used to help close the dredge cell – the First Street and Orchard Street projects. GZA has been submitted a proposal to oversee the removal and back filling of the hole created by the removal of the tannery waste. The dredge cell could be used for a parking lot in the future. It will require a wetlands permit for the tannery waste removal and for the bank stabilization. An Alteration of Terrain Permit will likely be required. The Remedial Action Plan will be required for the construction on site to inform the workers that they will potentially be dealing with contaminated soils. As building foundations are excavated, we have to do soil testing. We will need to have a plan or design of the site to submit.

Weston: What is the timeline on the permitting?

Peschel: The most time consuming will be the shoreland stabilization permit because so many state and federal agencies are involved. The RFQ will include a consultant that will work with DES early on for this issue. Once the permit is filed it will take about three months,

Mettee: What is the target date on closing the dredge cell?

Peschel: It depends on when the First Street and Orchard Street soils removals will be completed, but it should be by next spring.

Mettee: What happens if pockets of contaminated soil are found?

Peschel: We are not expecting any surprises, but it would have to be taken to Waste Management for disposal.

Lynch confirmed that the tannery waste will be removed by the spring if permitting and funding is obtained.

Mettee thanked Peschel for attending the meeting.

## **C. Discussion on RFP for Development Consultant Team**

Mettee: I would expect that the team would include design and planning professionals. We have been asked by the Planning Department for input on the types of skills and professions that should be included on the team. If people have thoughts or ideas, send them to me or Bird.

Lynch: I want urban planning experience so they can look at how the waterfront fits into the downtown. Stabilization of the shoreland is important so they need to understand the permitting, which would be key for the park design. They will need to interface with state agencies.

Mettee: The team should also include landscape architects, architects and civil engineers.

**8. Committee member comments:** None

## **9. Adjournment**

Mettee declared the meeting adjourned at 6:12 PM.