



**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, November 17, 2014**  
Meeting Time: **5:30 pm**

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

**EXOFFICIO MEMBERS:** Mayor Karen Weston, Michael Joyal

**STAFF:** Dan Barufaldi-Economic Development, Gary Bannon –Recreation, Christopher Parker – Planning Director

**OTHERS:** Councilor John O’Connor, Commissioner George Maglaras, Beth Fischer, Christopher Wyskiel.

**1. Meeting was called to order at 5:32 pm.**

**2. Minutes of October 20, 2014**

**Motion:** Torr made the motion to approve the minutes of 10/20/14, Lynch seconded. Vote: UA.

**3. Citizens Forum**

Maglaras spoke in favor of TIF for Waterfront and encourages members to remember that there are two sides of the river and opportunities to develop both.

**4. Changes to the Agenda**

Mettee proposed to change the agenda to add a discussion of the agreement with Great Bay Rowing.

**5. Correspondence**

Mettee updated members on the development of the web page with information.

**6. Old Business**

**A. Review of Work Plan Status**

Mettee reviewed the progress made.

**7. New Business**

**A. Review of Agreement with Great Bay Rowing**

Bannon reviewed the temporary agreement that the City Council approved with Great Bay rowing for use of the “butler building” to use as a boat house. The agreement is through August 2015, and provides flexibility for the City and Great Bay.

Mettee stressed that he supports the use, but has concerns about permanency, when the plan for the overall parcel still needs to be developed.

### **B. Reaffirm the Goals and Vision from the 2005 Charrette**

Mettee reviewed the 2005 Vision statement. Consensus was that the vision is still relevant.

Mettee reviewed the goals generated in 2005. Consensus was that the goals are still relevant.

Mettee reviewed the specific elements generated in 2005. Consensus was that the elements are still relevant, with the following changes:

- Elements 2 and 10 have been completed and should be removed
- Element 12 should reference the Tommy and Mary Makem Bridge and not the Pedestrian Bridge.

### **C. Report From Marketing Analysis RFQ Proposal Sub-committee**

Gottlob stated that the subcommittee met on 11/12 to review the 5 responses. 2 were selected for interviews on 11/24 and report back to CWDAC on 12/1.

Discussion ensued about meeting on 12/1 to formally recommend a consultant to the Council.

Parker to update work plan to reflect changes.

### **D. Review of Waterfront Tax Increment Financing (TIF) – Discuss Endorsement**

Parker reviewed the TIF document, and noted adjustments made per feedback from CWDAC. Parker also explained the financial plan for the TIF and the Council workshop on 11/5.

Weston asked about the TIF Map and reviewed parcels on Young Street.

Torr noted that he feels Map 24 lot 104 should be within the district and he noted the Council questioned that lot.

Parker and Joyal clarified for Gottlob how the interest only component of the bond would be structured.

Lynch made a motion that CWDAC support the Council's adoption of a TIF district for the Waterfront as a financing tool to promoting development. Torr Seconded. Vote: UA

Torr noted that CWDAC supports the inclusion of the Young and Water Street parcels, in either TIF.

### **E. Staff Presentation on Solicitation of Development Consultant Team**

Parker asked CWDAC for direction on developing an RFP for a consulting team to assist staff, CWDAC and the Council in designing, engineering and overseeing development of the parcel. This would be paid for through the TIF funds.

Lynch expressed that the Market Analysis results should be inserted into the document and the RFP should not be released prior to the results being submitted.

Discussion ensued about timing and the Work Plan.

Lynch stated that he believes staff should start the work on the RFP and bring a draft to CWDAC to review.

Parker asked members to email thoughts for elements to include in the RFP to Steve Bird or bring to the 12/1 meeting.

#### **8. Committee member comments**

There were none.

#### **9. Adjournment**

Fitzgerald made a motion to adjourn at 7:15 PM, Lynch seconded the motion. Vote: Unanimous.

DRAFT