



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - AGENDA

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room, City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Thursday, September 3, 2015**
Meeting Time: **4:00 PM**

1. Call to Order/ Role Call of Members present with affiliations.
2. Review and approval of the July 9, 2015 Board Meeting Minutes. DOC 2, **VOTE**
3. Non-Public Session:
4. Enter non-public session pursuant to RSA 91-A for the purpose of the acquisition, sale, or lease of real or personal property and/or personnel issues. **Roll call vote, simple majority needed to pass. VOTE**
5. Return to public session. Consider whether to vote to seal the non-public session meeting Minutes because failure to do so would render the proposed action(s) ineffective. **Two-thirds majority needed to pass. VOTE**

6. **OLD BUSINESS:**

Participant Reports on Strategic Intentions Action Categories:

- Conversion of residential properties to commercial:
 - Scott Johnson, Point Person
- Expand healthcare related businesses:
 - Peter Hamblett, Point Person
- Active role in business retention, education:
 - All Board Members
- Enterprise Park II land acquisition:
 - Tim Dargan, Point Person/ Covered in Non-Public Session.
- Sustain a vibrant downtown:
 - Phil Rinaldi, Point Person
- Work with schools and Community organizations to ensure a future work force:
 - Annette Studebaker, Point Person
- Seek future Board Members with skill sets, Board balance:
 - All Board Members
- Actively review strategic Intentions at regular intervals:
 - Moe Olivier, Point Person
- Expand our role to include more outreach to businesses:
 - All Board Members
- Work with Director to identify where time is spent, where resources are best utilized:
 - All Board Members
- Invest in marketing campaigns, literature and signage:
 - All Board Members



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- Continue to connect with, interact with other local groups with similar goals:
 - David Peck, Point Person
- Work with the media to publish, promote, showcase local company achievements/awards:
 - Administrative Assistant
- Continue to manage current DBIDA expenses within budget approved by City Council:
 - All Board Members
- Identify the annual commercial tax ratable increase to measure development progress:
/Tax Ratable Base growth Report
 - Sam Haddadin, Point Person
- DBIDA Budget enhancement tied to ROI Data development:
 - Matt Sylvia, Point Person
- Waterfront Development status report, Jack Mettee

7. NEW BUSINESS:

- Ratification of Wetlands survey Expense.
- Appointment of Vice-Chair to conduct Board Member interviews re their position.
- Bob Paolini resignation/ replacement.

8. Manager's Report, Economic Development Section August, 2015.

9. Financial Report: July, 2015 Month-End Reports/ Reports vs. Budget **VOTE**

- DBIDA Treasurer/ City Finance Director will give a FY 2015 year-end financial report.

10. ADJOURN: **VOTE**