



CITY OF DOVER

DOWNTOWN DOVER TIF ADVISORY BOARD MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **McConnell Center, Room 305**
Meeting Date: **Tuesday, September 22, 2015**
Meeting Time: **6:00 pm**

Present: Roemer, Shanahan, Spires, McManus, Purcell, Alie, City Manager Michael Joyal, Finance Director Daniel Lynch

Audio recorder was not available.

Meeting called to order at 6:30 PM.

Moved by Shanahan, seconded by Spires to approve Minutes of previous meeting. So voted.

Review of Committee goals and objectives as presented in Committee folder. Purcell suggests having input on the use of any excess money in TIF fund for improvements within the District and mentions specifically Second St.

Spires suggests the need for signage/branding for downtown.

Alie suggests setting levels of improvements depending on levels of excess in TIF account and Roemer proposes creating a wish list and then prioritize that. Joyal explains the CIP process as it comes before the Council on an annual basis and offers to have the Committee suggestions be part of the CIP review next summer as a starter.

McManus talks about the potential effect of a RSA Ch. 79-E application for a development within the TIF District as it may affect TIF income. Joyal agrees that the Committee should review any such application and provide a recommendation to Council. He will advise the Council of the Committee's wishes.

This was followed by discussion of the quarterly financial report requirement and whether or not figures would be available that often or more properly tied to the semi-annual tax bills.

Spires moves to have the Committee part of the 79-E process, seconded by Purcell. So voted.

Spires moves to recommend that the current ordinance be amended by striking 5-23 © (3) in its current form and substituting for the words "quarterly reports" the words "semi-annual reports".
Seconded by Roemer. So voted.

Discussion followed on the financial statements in the Committee folder. McManus questioned the status of the accounting period as to when the TIF District was established and when the increased tax period began. Joyal indicates the District established in 3/14 so that first accounting period would be as of 4/15. Moved by Roemer, seconded by Spires to approve the financial statements as submitted. Seconded by Spires. So voted. McManus abstains.

There is general agreement that all future meetings will begin at 6:30 PM. Next meeting will be January 26, 2016.

Moved by Shanahan, seconded by Spires to adjourn. So Voted.