

CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall 2nd Floor Council Chamber Conference Room
Location: 288 Central Ave, Dover, NH 03820
Meeting Date: **Thursday, July 7, 2016**
Meeting Time: **4:00 PM**

Members Present: Tim Dargan (Chair), Phil Rinaldi, Scott Johnson, Sam Haddadin, Steve Wyrsh, David Peck, Maurice Olivier, Guy Eaton

Members Not Present: Matt Sylvia, Jack Mettee, Peter Hamblett, Annette Studebaker (Vice Chair)

Ex Officio Members Present: Dan Barufaldi, Economic Development Director, Karen Weston, Mayor

Ex Officio Members Not Present: J. Michael Joyal, City Manager, Daniel Lynch, Finance Director/Treasurer

Dave Choate, Colliers International, was present for roll call attendance, reading of the minutes from the previous meeting and a portion of the non-public session.

1. The **Chair** called the meeting to order at **4:01 p.m.**

The **Chair** called for a roll call attendance. A quorum was present. He welcomed Guy Eaton as the new Board member.

2. Review and Approval of the June 2, 2016 Meeting Minutes.

Motion: M.Olivier made a motion to approve the June 2, 2016 Board Meeting Minutes, with the changes listed by D.Peck. Seconded by S.Haddadin. Vote U/A

D.Peck stated a correction in the spelling of the name Paeck to Peck on page 2 /section 5.

D.Peck stated on page 2/section 5/Waterfront Development bulleted paragraph, a correction of the word transgent to transient.

D.Peck stated that on page 2/section 5/lines 4-7 the CCRC Visit Report bulleted paragraph should be reworded to read:

“Cost for a Studio at \$178,000 up front and monthly service fee of \$2,236 up to \$814,000 for the largest independent cottage with a monthly service fee of about \$6,500 with no increase in fees. If you move or pass away, 90% of the initial entrance fee is returned. The wait time is 2 to 8 years as these properties are in high demand. Once you move in, the monthly fee does not increase as the resident requires a higher level of care. Economic impact would be 525 employees/jobs created. It is nonprofit but they pay a real estate tax.”

3. Non-Public Session:

Entered non-public session pursuant to RSA 91-A for the purpose of the acquisition, sale, or lease of real or personal property and to discuss personnel issues. **Roll call vote, simple majority needed to pass.**

Motion: P.Rinaldi made a motion to enter non-public session. Seconded by S.Haddadin. Vote: U/A

4. **Return to public session.** The Chair requested a motion to seal the minutes because divulgence would “render the proposed action(s) ineffective”.



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Motion: P.Rinaldi made a motion to seal the minutes. Seconded by S.Johnson. Vote: U/A

5. NEW BUSINESS:

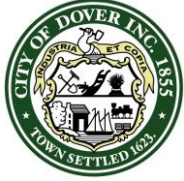
- Director's Performance Evaluation
Not yet completed.
- Waterfront Development status report
- J.Mettee sent an email to D.Barufaldi stating nothing much is happening concerning the Waterfront Development.
- Waterfront TIF Advisory Committee/DBIDA appointment (restrictions)
D.Barufaldi stated that he and C.Parker had a conversation concerning the Waterfront TIF Advisory Committee and the Presentation.
- Review of June 28th Planning Board Rezoning Presentation...Video
D.Barufaldi talked about a video that was made concerning where Dover is headed and why, as well as the requirements for rezoning some of the residential land available. He expressed the urgency of getting this started now and referenced a statement by Dave Choate, concerning running out of land, because the process can take about 10 years. He referenced an article in The Concord Monitor about the Lakes Region municipalities doing nothing concerning the ratio of residential to commercial properties. This caused taxes to go up, causing businesses to move out, and causing jobs to be lost. This caused taxes in these towns to increase even more, which made it difficult to attract any new businesses. The towns now have a very high tax rate with 80 households having difficulty paying taxes and are now on payment plans with liens on their homes. He spoke about the importance of transitioning residential land to commercial. He stated that businesses are essential in keeping the burden of rising taxes off residents, and necessary to the vitality of a community. He stated that making this video helps get the word out so that concerned citizens will have a better understanding of the ramifications if transitioning isn't accomplished.

S.Johnson thanked D.Barufaldi for the video, and how powerful it was. He stated how helpful it was in helping people understand the importance of this issue. He said it was unnerving how businesses were looking to expand elsewhere because the tax rate is so high. He stated the video was a good way to present data.

D.Peck made the point that this is a statewide problem. He said the state has to cut back. He stated that wages are staggering, yet taxes continue to rise. He said there are three things that need to be done:

1. The state needs to be more productive.
2. Education needs to be addressed.
3. Taxes need to be reined in.

He said that jobs are being outsourced because we are not on top of it in terms of education and productivity, while other countries are.



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Discussion ensued concerning the cost and importance of education, creating more businesses in order to generate jobs, and finding a middle ground between residential growth and commercial growth.

K.Weston stated she had a document with the makeup and requirements of a member of the board in a TIF district. She read from the document regarding those requirements. Discussion ensued about possible changes to the requirements. T.Dargan suggested DBIDA solicit some people and come up with some names to recommend.

K.Weston left the meeting at 5:16.

6. Financial Report: June, 2016 Month-End Report/ Report vs. Budget **VOTE**

D.Barufaldi gave an overview of the report that was distributed.

Motion: T.Dargan made a motion to accept the Financial Report. Seconded by S.Haddadin. Vote: U/A

D.Barufaldi stated the Fiscal Year Financial Report will be available at the September meeting.

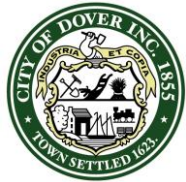
7. **OLD BUSINESS:**

Participant Reports on Strategic Intentions Action Categories:

- Conversion of residential properties to commercial:
-S.Johnson, Point Person, J.Mettee (absent), D.Barufaldi re Planning interface and strategy redevelopment:

S.Johnson stated that the last Planning Board meeting was received well due to the education through the video. It was helpful in explaining the conversion of residential properties to commercial, and was particularly helpful to the Planning Board's understanding of how long the process takes; as well as the tax implications. This was important because the Planning Board will be presenting their information to the City Council. There are two more Planning Board meetings scheduled; one in July, and another in August. It was the intent of the City Planner to notice all the abutting neighbors from Production Drive, and bring it up at the next meeting. Discussion continued about the property's proximity to highway and utilities. His hope of the next meeting is to address this parcel, and get it done.

- Expand healthcare related businesses:
-P.Hamblett (absent), Point Person, S.Wyrsh, D.Peck



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D.Barufaldi stated that he received a phone call from P.Hamblett. He stated that P.Hamblett said he wasn't able to meet with anyone, but will meet with D.Peck to see what is going on with Wentworth Douglass Hospital (WDH).

S.Wyrsh stated there is to be an out-patient clinic going in on Pease Tradeport. They are targeting an opening around September/October. This is a huge expansion for WDH .

- Enterprise Park II land acquisition:
-T.Dargan, Point Person/Covered in Non-Public Session
- Sustain a vibrant downtown:
-P.Rinaldi, Point Person

P.Rinaldi talked to a few people in the downtown area, and inquired out about the fluctuating restaurant business. Some are busy, and some are slow. He said they didn't know why, and they're concerned. T.Dargan asked if the parking garage was helping anyone in that area, and P.Rinaldi stated no, it wasn't.

D.Barufaldi stated that some businesses are just barely hanging on. He said if you take a look at the influx of restaurants coming in; once you have growth like that, and if businesses don't find a competitive edge to stay ahead of the curve, they fall by the wayside.

S.Johnson stated that another new restaurant might be in the works.

D.Peck stated that The Silver Fountain Inn was recognized by Yankee Magazine as one of the top inns in New England, and stated that that was very positive for the city. He said their occupancy rates were climbing.

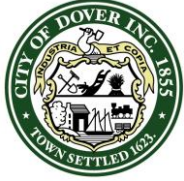
- Work with Schools and Community Organizations to ensure a future work force:
-D.Peck, Point Person, A.Studebaker (absent)

D.Peck spoke about a documentary film entitled, "Most Likely to Succeed" that was shown in school. He recommended that other members DBIDA watch it. It was about the changing face of education and how there is a need to change the way we think about it. D.Peck stated that when people used to graduate from school, they had knowledge of 75% of what they needed to know for the rest of their lives. Students are currently graduating with 2% of that knowledge. He asked members of DBIDA how 75% got down to 2%. S.Haddadin stated there is so much knowledge to retain.

D.Barufaldi stated the body of knowledge doubles every 7 years.

S.Johnson noticed life skills are communicated through a phone. He said people have lost basic ways of communicating like looking people in the eye, and shaking hands. He stated they aren't graduating with those basic skills. The discussion continued about the impact of cell phones in the schools, the workplace and the change it has created in society.

- Continue to connect with/interact with other local groups with similar goals:
-D.Peck, Point Person



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D.Peck stated that he attended a Dover Listens meeting. At the meeting, a new member from The Chamber expressed concerns about security. She voiced those concerns to the police department representative.

P.Rinaldi stated they now have security cameras.

D.Peck stated that she put her people through training to try and combat the possibility of a breach in security. The conversation turned to the safety of Dover, and the importance of making the Downtown safe.

D.Peck stressed the point that in order to revitalize a town, you must make the downtown feel safe, especially at night. The general consensus by all members was that Dover is safe.

M.Olivier wondered if the strategic intent variance was all done. He stated that the original draft was prepared a year and a half ago that defined all the areas of strategic intention. He suggested that he interview each one of the DBIDA members to see how well each strategic intent group is functioning. He suggested maybe adding some new ones and deleting others. He said there was a need to have a sustainability strategy to make these things work, as sometimes they lose ground.

- Progress: Tax Ratable Base growth Report, Possible rezoning impact data development: S.Wyrsh Point Person re Assessor's Data Bases DBIDA Budget enhancement tied to ROI Data development:
-M.Sylvia, Point Person

D.Barufaldi stated that M.Sylvia, S.Wyrsh, and S.Haddadin had been involved and needed to schedule a meeting with the Assessor's office.

A meeting was suggested for August.

T.Dargan spoke about a meeting they had with the Assessor's office with two representatives. They laid out some of what they were looking for and the goals and it was well received.

Manager's Report, Economic Development Section, June, 2016.

The Manager Report is in everyone's packet to review.

8. Board Member comments/questions.

9. ADJOURN:

Motion: S.Haddadin made a motion to adjourn at 6:08 p.m. Seconded by P. Rinaldi. Vote: U/A