

CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, 2nd Floor, Council Chambers Conference Room
Meeting Date: Thursday December 1, 2016
Meeting Time: 4:00PM

Members Present: Tim Dargan (Chair), Phil Rinaldi, Matt Sylvia, Jack Mettee, Scott Johnson, Maurice Olivier, Guy Eaton, David Peck

Members Not Present: Sam Haddadin, Steve Wyrsh

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

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

David 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 4:04 PM.

The Chair called for a roll call attendance. A quorum was present.

2. Review and Approval of the November 3, 2016 Meeting Minutes.

Motion: J.Mettee made a motion to approve the November 3, 2016 board meeting minutes. Seconded by G.Eaton.
Vote: U/A.

3. Review and Approval of the November 7, 2016 Meeting Minutes.

Motion: J.Mettee made a motion to approve the November 7, 2016 board meeting minutes. Seconded by M.Sylvia.
Vote: U/A.

4. Non-Public Session:

Enter non-public session pursuant to:

RSA 91-A:3 II (c): Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

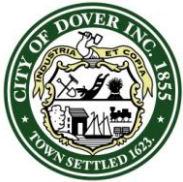
RSA 91-A:3 II (d): Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

RSA 91-A: 3 II (j): Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A: 5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A. Roll call vote, simple majority needed to pass.

Motion: M.Sylvia made a motion to enter non-public session. Seconded by S.Johnson. Vote: U/A.

5. Return to Public Session:

The Chair requested a motion to seal the non-public session meeting minutes pursuant to:



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RSA 91-A: 3, III: “Divulgence would render the proposed action(s) ineffective” and/or “Divulgence of the information would affect adversely the reputation of a person other than a member of the body”. Two-thirds majority needed to pass.

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

6. New Business:

- Waterfront Development Status Report/Protected Species Issue: Jack Mettee

J.Mettee discussed the ways in which people are updated about the Waterfront Development. Conversation ensued about the logistics of the project.

- Production Drive City Council Vote/Approved. Next Steps: Scott Johnson

S.Johnson gave an update highlighting the events from the City Council meeting, and the outcome.

- FY2018 Budget: **VOTE**. Need ROI Data to Request FY 2018, 2019, & 2020 Funds

T.Dargan stated that DBIDA needed to get their budget proposal finished to present to the City Council for approval. Discussion ensued concerning the specifics of the budget. D.Barufaldi suggested a subcommittee to get the budget together. Discussion about the subcommittee continued.

- Edmund Chun Taite interview Report.

T.Dargan discussed the meeting that he and D.Barufaldi had with Edmund Chun Taite.

- Downtown Merchants Report/Plaid Friday: Reid Weston

R.Weston discussed the events surrounding the Holiday season.

7. **Financial Report:** November 30, 2016 Month-End Report/Report vs. Budget

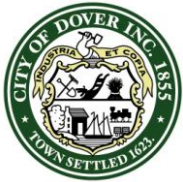
D.Barufaldi went over the financial report that was distributed.

Motion: J.Mettee made a motion to accept the November 30, 2016 Financial Report. Seconded by G.Eaton. Vote: U/A.

8. Old Business:

Participant Reports on Strategic Intentions Action Categories:

- Board Interviews Report:



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Moe Olivier, Point Person

M.Olivier discussed the process and dates that Board member interviews will be conducted. He requested that members of the Board contact him.

•Conversion of residential properties to commercial:

S.Johnson, Point Person; S.Haddadin, M.Sylvia, J.Mettee, D.Barufaldi, re Planning Interface and Strategy Redevelopment. Zoning Regulations/Review.

S.Johnson made a suggestion that an area located within close proximity to the highway should be rezoned industrial, I-4. He stated that doing the rezoning all at once, would be better than rezoning one ward at a time. He asked Board Members to consider the fact that, over the long term, it would be beneficial having industrial/commercial zones in that area. Discussion concerning traffic and residential properties ensued.

•Expand healthcare related businesses:

M.Olivier, Point Person; S.Wyrsh

M.Oliver stated that the whole thing needs to be re-chartered.

•Sustain a vibrant downtown:

P.Rinaldi, Point Person; Reid Weston, downtown contacts report

P.Rinaldi discussed the upcoming Festival of Trees event at the Rivermill.

•Progress: Tax Ratable Base growth report, possible rezoning impact data development:

S.Wyrsh, Point Person; re Assessor's Data Bases

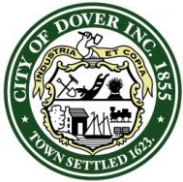
T.Dargan stated that there should be progress made by the end of December.

•DBIDA budget enhancement tied to ROI data development:

M.Sylvia, Point Person

T.Dargan stated that a budget subcommittee will be formed. M.Sylvia asked if ROI drafts should be presented to the subcommittee.

9. Manager's Report: Economic Development Section: December 1, 2016.



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The manager's report is located in the packet for review.

10. Board Member Comments/Questions: Planning Board's Annual Land Use Meet and Greet

T.Dargan discussed the Planning Board's Annual Land Use Meet & Greet on January 10th.

T.Dargan commented on Rand Whitney's Open House, and how impressive it was.

11. ADJOURN:

Motion: S.Johnson made a motion to adjourn at 5:50 PM. Seconded by P.Rinaldi. Vote: U/A.