



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	2nd Floor Conference Room, City Hall, 288 Central Avenue, Dover, NH 03820
Meeting Date:	Thursday, February 2, 2017
Meeting Time:	4:00PM

Members Present: Tim Dargan (Chair), Scott Johnson, Maurice Olivier, Sam Haddadin, Jack Mettee, Matt Sylvia, David Peck, Edmund Chun Taite

Members Not Present: Phil Rinaldi, Guy Eaton

Ex Officio Members Present: Dan Barufaldi, Economic Development Director; J. Michael Joyal, City Manager; Karen Weston, Mayor

Ex Officio Members Not Present: Daniel Lynch, Finance Director/Treasurer

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.

Guest: Randy Bolduc-Great Bay Intern Program/BizEdConnect.

Guest: Ann Wilson-Citizen.

1. The Chair called the meeting to order at 4:03 PM.

- The Chair called for a roll call attendance. A quorum was present.
- Introduced Edmund Chun Taite, New DBIDA Board Member.

E.Chun Taite introduced himself to the Board, and recounted his experience and credentials.

- Announced resignation of Steve Wyrsh.

T.Dargan announced the resignation of S.Wyrsh.

2. Review and Approval of the January 5th, January 20th, and January 24th Meeting Minutes.

Motion: S.Johnson made a motion to approve the January 5th, public meeting minutes. Seconded by S.Haddadin. Vote: U/A.

Motion: J.Mettee made a motion to approve the January 20th, public meeting minutes. Seconded by S.Johnson. Vote: U/A.

Motion: J.Mettee made a motion to approve the January 24th, public meeting minutes. Seconded by S.Johnson. Vote: U/A.



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3. Presentation by Randy Bolduc/GBCC Intern Program/BizEdConnect.

A presentation was given of the various programs that are available through Great Bay Community College to help bridge local businesses with workforce development.

R. Bolduc left the meeting at 4:18 PM.

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: D.Peck made a motion to enter non-public session. Seconded by S.Haddadin . Vote: U/A.

Ann Wilson left at 4:19PM.

5. Return to Public Session:

The Chair requested a motion to seal the non-public session meeting minutes pursuant to:
RSA 91-A: 3, III: "Divulgence would render the proposed action(s) ineffective"
Two-thirds majority needed to pass.

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

Ann Wilson re-entered the meeting at 4:55 PM.

6. New Business:

- Budget Proposal to the City Council

The Board reviewed the proposed budget for DBIDA. Discussion continued concerning competitive resources and budget allowances for succession.



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Motion: M.Olivier made a motion to accept the proposed budget with amended line items. Seconded by M.Sylvia.
Vote: U/A.

It was stated that City Council workshops are scheduled for Wednesday, March 15th to review progress on the waterfront and proposed budget for DBIDA.

Discussion continued about upcoming workshops, meetings and proposals in March. It was suggested to create a storyboard presentation to describe the logic of the proposed DBIDA budget.

- Waterfront Development Status Report: Jack Mettee

J.Mettee discussed the actions of the Waterfront Committee. The committee has selected a company for the bluff excavation, and they are revising the preliminary plan of the waterfront.

- Baseball Complex Proposal Status

It was stated that the request for rezoning is coming from the property owner.

Motion: S.Haddadin made a motion for the Board to publicly support the request of the landowners' rezoning of 45 Littleworth Road to I2 from I4. S.Johnson seconded the motion. Vote: U/A.

- FY2018-2020 Budget/Finalized with Amendments
- ROI Data to Support FY 2018-2020 funds request is forthcoming prior to City Council workshop.
- Downtown Merchants Report: Reid Weston

An update was given on the upcoming events planned for the downtown.

M.Joyal left the meeting at 5:30 PM.

7. Financial Report: January 31, 2017 Month-End Report/Report vs. Budget

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

Motion: D.Peck made a motion to accept the January 31, 2017 Financial Report. Seconded by J.Mettee. Vote: U/A.

8. Old Business:

Participant Reports on Strategic Intentions Action Categories:



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- Board Interviews Report:
Moe Olivier, Point Person

After the interviews are completed, a draft report will be submitted to the board for discussion at the March board meeting.

- Conversion of residential properties to commercial:
S.Johnson, Point Person; S.Haddadin, M.Sylvia, J.Mettee, D.Barufaldi, re Planning Interface and Strategy Redevelopment.

An update was given concerning the conversion of residential properties to commercial. There was some discussion about federal mandates, and the rising costs associated with those mandates. Discussion continued concerning the importance of expediting rezoning recommendations to help stabilize the tax base.

9. Manager's Report: Economic Development Section: January 27, 2017.

The manager's report was distributed for review.

10. Board Member Comments/Questions:

11. ADJOURN:

Motion: S.Haddadin made a motion to adjourn at **5:59 PM**. Seconded by J.Mettee. Vote: U/A.