



CITY OF DOVER

**COCHECHO WATERFRONT DEVELOPMENT ADVISORY
COMMITTEE - MINUTES**

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Room 305, 61 Locust Street, Dover, NH
Meeting Date: **Tuesday, January 17, 2017**
Meeting Time: **5:30 pm**

PRESENT: Jack Mettee (Chair), Dana Lynch, Norm Fracassa, Peg Purcell, Sean Fitzgerald, Robbie Woodburn, Matt Cox, Kim Schuman, Carla Goodknight

EXOFFICIO MEMBERS: Michael Joyal

STAFF: Steve Bird – City Planner, Gary Bannon – Recreation Director, Dave White – City Engineer

OTHERS: Jeremy Lake, Renee Bourdeau, Rachel Rawlinson, Kevin McEneaney, Dane Drasher, Tom Severino, Erik Sweetser, Brint Shone, Dean Peschel, others

1. Meeting was called to order at 5:33 pm.

2. Minutes of December 20, 2016

Motion: Fitzgerald made the motion to approve the regular minutes of 12/20/16, Goodknight seconded.
Vote: Unanimous

3. Citizens Forum:

Erik Sweetser: I have seen your concept plan and I want to go on the record that the public access rights through Paul Street have been extinguished by the courts. I do not support using this access to the bluffs.

4. Changes to the Agenda: None

5. Correspondence: None

6. Old Business: None

7. New Business:

A. Overview from Union Studio on Phase 2 Work Tasks

Lake reviewed the progress on the phase 2 tasks. The design team will be having a meeting with City staff this week to discuss the critical path.

B. Report from Park Sub-committee on 1/12/17 Meeting

Bird: The sub-committee discussed each activity from the survey and talked about which park would be best for each use. They concluded that most of the popular uses could be accommodated in the public park as designed, with only a few minor adjustments. Need to provide vehicular access to the plaza and locations for power supply for events. They want to talk to the Arts Commission about opportunities for public art. Ironwood will produce a park programming overlay as a final work product. No future meetings are planned.

Purcell: We need to talk to the Chamber of Commerce since they manage some of the events, like the farmers market.

C. Report on Bluff Excavation Contractor Interviews and Staff Recommendation

Bird: We received four responses from four companies on December 15th. The RFQ responses were reviewed by Ann Legere, Doug Steele, Dave White, Dana Lynch of CWDAC and myself. The decision was made to interview all four after determining that all four submitted complete proposals. The interviews were held on 1/9/17 and we were impressed by all the companies. They all had the equipment, the personal and the experience required. The unanimous recommendation by the review group is to select Severino Trucking Company. They had a clear vision for the property, good flexibility on the timeframe, a solid market for the material and an excellent track record with the City. If CWDAC agrees, the next step would be to negotiate a scope of services and cost proposal with Severino and take a resolution to the City Council for approval.

Mettee: Do you have a sense for how long that would take and when you would at City Council?

Bird: We would begin the work in the next couple of weeks because time is of the essence.

Motion: Woodburn made the motion to approve recommendation of the review group to select Severino Trucking to be the excavation contractor, Fracassa seconded. Vote: Unanimous with Goodknight abstaining due to her company currently working with Severino.

D. Member Feedback on Site Concept Plan by Union Studio

Lake reviewed the comments he has received on the more detailed site concept plan.

- More mix of residential types
- Limit commercial to viable areas and flexible use of space
- Consider utilizing the grading to cover parking
- Provide adequate and proximate parking near uses
- Look at greenspace corridor leading to knuckle

Purcell: Less residential and more office space. Would like to see small hotel.

Lake: Think about buildings in terms of form instead of use.

Lynch: Reduce amount of surface parking and rearrange commercial uses.

Schuman: Concealing parking is good, but I would be cautious about hotel if there is no market.

Cox: Like the greenway towards the overlook to remain and covered parking is good.

Mettee: Trying to create a plan that establishes a vision. The design guidelines will be updated to go with the plan. What are the next steps?

Lake: A revised plan will be brought back next month. We want to create a final vision plan.

E. Discussion of Timing of Private Sector Development

Bird: We keep this item on the agenda to generate discussions about the RFP process and the various issues associated with that process.

Mettee: I would like to have staff work on an outline of what the RFP would look like.

Bird: I have a rough outline started that I can work on for next meeting.

Lake: The update of the design guidelines will have to be completed.

Purcell: We need to know how much developers will pay for the land.

Fitzgerald: It may be premature until we find out how long the bluff excavation will take.

Lake: We need to complete the critical path discussion. We should have a clearer picture next month.

Lynch: We need to make sure we have all the details completed including the design guidelines.

Mettee: We need that more detailed outline

8. Committee member comments:

Mettee: I wanted to let you know that Lynch and I are giving an update to the Chamber of Commerce this week.

9. Adjournment:

Motion: Fitzgerald made the motion to adjourn at 6:17 pm, Schuman seconded. Vote: Unanimous