



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, 2nd Floor Council Conference Room
288 Central Ave, Dover, NH 03820
Meeting Date: Thursday January 5, 2017
Meeting Time: 4:00PM

Members Present: Tim Dargan (Chair), Phil Rinaldi, Matt Sylvia, Jack Mettee, Scott Johnson, Maurice Olivier, Sam Haddadin

Members Not Present: David Peck, Steve Wyrsh, Guy Eaton

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.

Guests: Pat Dearborn; Ann Wilson, residents.

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

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

2. Review and Approval of the December 1, 2016 Meeting Minutes.

Motion: S.Haddadin made a motion to approve the December 1, 2016 Board meeting Minutes. Seconded by P.Rinaldi. Vote: U/A.

3. Presentation by Sean Clancy/GBCC Intern Program/BizEdConnect

The presentation was deferred to the next meeting.

4. Non-Public Session:

Enter non-public session pursuant to:

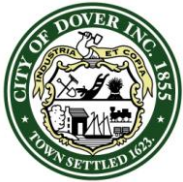
RSA 91-A:3 II (c): Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of 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: J.Mettee made a motion to enter non-public session. Seconded by S. Johnson. Vote: U/A.

P.Dearborn and A.Wilson left the meeting at 4:13 PM.



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

P.Dearborn and A.Wilson re-entered the meeting at 5:19 PM.

6. New Business:

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

J.Mettee gave an update concerning the waterfront development meeting in December. He discussed the first steps of the project, rough concept plans, results from the park survey, and dock construction. Discussion continued about elements within the park.

- Baseball Complex Proposal

D.Barufaldi stated that a group has approached the City about building a Baseball Complex. They have signed a PSA for a parcel of land located between Littleworth Road and Tolend Road. Discussion ensued about the opportunities this project could bring to Dover.

- Production Drive City Rezoning: Next Steps: Tim Dargan, Scott Johnson

T.Dargan stated that this will be discussed at the February meeting.

- FY2018 Budget: Subcommittee Report/Input to finalize **VOTE**.

T.Dargan deferred discussion to the next meeting.

- Need ROI Data to Request FY 2018, 2019, & 2020 Funds

D.Barufaldi stated that M.Sylvia has been looking at ROI data. M.Sylvia discussed his strategy for incorporating data points and the need to keep things as simple as possible. D.Barufaldi stated that DBIDA is a profit center for the city. Discussion continued regarding the best way to present ROI data to request funds. T.Dargan asked that the data be completed within the next two weeks.

- Edmund Chun Taite Appointments Committee/ City Council Approval/ February Meeting Attendance



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D.Barufaldi stated that Edmund Chun 'Taites' appointment has received the approval of the Appointments Committee and the Mayor. The City Council has voted to add him to the DBIDA Board. Discussion ensued about Mr. Chun Taites' experience and background, and how DBIDA will benefit by having him as a Board Member.

•Downtown Merchants Report/Hometown Holiday Weekend: Reid Weston

R.Weston gave an update about the feedback received by business owners concerning the Hometown Holiday Party. The event was a success.

7. Financial Report: December 31, 2016 Month-End Report/Report vs. Budget

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

Motion: P.Rinaldi made a motion to accept the December 31, 2016 Financial Report. Seconded by M.Olivier. Vote: U/A.

8. Old Business:

Participant Reports on Strategic Intentions Action Categories:

•Board Interviews Report:

Moe Olivier, Point Person

M.Olivier discussed the challenges of interviewing the Board. He will provide a draft report at the February meeting.

•Conversion of residential properties to commercial:

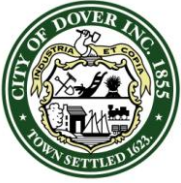
S.Johnson, Point Person; S.Haddadin, M.Sylvia, J.Mettee, D.Barufaldi, re Planning Interface and Strategy Redevelopment.

S.Johnson discussed the direction the Board should take converting residential properties to commercial. He said he will review parcels and ask the Board for guidance during the February meeting. D.Barufaldi said he would help arrange a meeting with the Planning Department to ascertain what they recommend.

No more Old Business topics were discussed, due to time constraints.

•Expand healthcare related businesses:

M.Olivier, Point Person



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•Sustain a vibrant downtown:

P.Rinaldi, Point Person

•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

9. **Manager's Report:** Economic Development Section: January 4, 2017.

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

10. **Board Member Comments/Questions:**

D.Barufaldi reminded Board Members of upcoming events.

•Planning Board's Annual Land Use Meet and Greet on January 10, 2017; in the McConnell Center Cafeteria, from 5:30-7:15 PM. Light dinner will be served.

•Chamber Annual Awards Dinner on January 20, 2017 at the Red Barn, 6:00 PM.

T.Dargan stated that the exclusive listing with Colliers needs to be renewed for a year.

Motion: J.Mettee made a motion to renew the contract with D.Choate at Colliers International for a one year term. Seconded by S.Haddadin. Vote: U/A.

11. **ADJOURN:**

Motion: S.Johnson made a motion to adjourn at 6:12 PM. Seconded by S.Haddadin. Vote: U/A.