



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, November 21, 2017**
Meeting Time: **5:30 pm**

PRESENT: Dana Lynch (Vice Chair), Dane Drasher, Robbi Woodburn, Norm Fracassa, Peg Purcell, Kim Schuman, Matt Cox (left at 6:00), Kyle Pimental, Sean Fitzgerald, Jack Mettee (5:35), Dennis Ciotti (5:50)

EX-OFFICIO: Michael Joyal (City Manager)

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

OTHER: Nathalie Morison; Jon Ford, Jen Martel, Dean Peschel

1. Call to Order

2. Approval of Minutes from October 17, 2017

Motion: Cox made motion to approve minutes of 10/17/17; Fitzgerald seconded. Vote: 9 in favor

3. Citizens Forum: None

4. Changes to the Agenda: None

5. Correspondence:

Lynch: I received a resignation email from Carla Goodknight this afternoon. We will be accepting Carla's resignation with regret, and I am hopeful to enlist another Architect to fill the vacancy.

Lynch: Due to potential professional conflicts, Woodburn has stepped down from the RFQ Selection Subcommittee, and in her absence, I have appointed Fracassa to take her place.

6. Presentation on NH Coastal Risk and Hazards Commission's Report - "Preparing New Hampshire for Projected Storm Surge, Sea-Level Rise, and Extreme Precipitation" - Nathalie Morison, NHDES Coastal Program

Morison distributed a handout to the Committee, which is a two-page summary of the Report. She then made the presentation to the Committee. The key points were:

1. Get a better understanding of the science underlying projected changes in coastal flood risks.
2. Assess risks and vulnerabilities, or potential impacts that these projected changes would have on economy, built landscape, natural resources, and heritage.
3. Get a better understanding of what we have to do to address these changes, by putting forth guidance and recommendations to help the State and Municipalities minimize their risk, but also maximize their resilience.

- Sea Rise Report was produced specifically for the City of Dover, which concluded no major impacts to the waterfront development property, aside from potential areas of inundation, largely due to the fact that the property is currently undeveloped. The Sea Rise Report focused on identifying impacts to existing critical facilities and infrastructure, major transportation assets, as well as natural resources.

7. Old Business:

A. Review of Updated Project Schedule and Next Steps

Ford made a presentation to the Committee. The following points were made:

- Delivered the 25% design for engineering infrastructure and park design, and now it's going up to 75% and really getting the next level of detail.
- Took a few months for the Existing Condition Survey to be done.
- There's on-street parallel parking with some dash lines to show where the RFQ shows head-in parking if some of the restaurant/retail use comes to pass.
- Storm water management strategy is critically important.
- Plan designs assumed 6' to 6.5' of sea level rise for proposed building structures. It's critically important to understand what the relationship of the park is to the street, and across the street to the buildings, for resiliency.
- Investigating where to provide a cut to allow for flood storage and wetland, living shoreline, etc.
- Outlined schedule for the project, as a whole, over years, and then zoomed in to the tasks over the next year (75% design and permitting). Next steps are:
 1. Finish first draft of 75% plan to take to City Staff to discuss the various details.
 2. Meet with DES in December/January to present proposal.
 3. Finalize the permits for submittal towards end of February/March.
 4. Work through spring/summer to get drawings approved to go to GZA to begin remedial action approval process.

Martel spoke about the progress in the park. The following points were made:

- A lot has had to do with coordination.
- Tree Survey was conducted. She explained in detail her findings.
- There's a lot of new grading information, particularly along the shoreline, as well as a new floodplain line.
- Schematic plan has been refined, in terms of pathways.
- Investigating edge stabilization and how people are accessing the water from the shoreline, as well as accessing the shoreline from the water.
- Coordinating with Union Studio, who is working on the building design.

The Committee asked the following questions:

Q. Is removal of the black locust trees part of the permitting?

A. Yes. The removal is likely going to be a requirement for the Remedial Action Plan and the Shoreline Stabilization, due to grading. Fish & Game is concerned about trees along the shoreline, because of their ecological value.

Q. You mentioned the second water access point and that, at lower tides, you could walk from that spot to the top through the mudflats. Do we want people to do that?

A. Good point. People want to go down to the water and touch it. Need to provide a safe way so they won't cross the shoreline stabilization and ruin it. We're going to get that comment from DES and we're going to have to figure out a way to alleviate that.

Q. You mentioned the change in 100-year floodplain. Did it change in our favor?

A. It didn't change much. The real pinch point was at the knuckle, but there wasn't a critical impact on the plan.

Q. With the urban exemption, why worry about what Fish & Game and DES is going look at?

A. The urban exemption is for the Shoreline Protection Act, which deals with removal of trees. Fish & Game wants to preserve tall trees for birds. Our position will be we will leave trees on the site that will be ideal for wildlife, but we're not leaving every tree.

Bird noted that they've set this meeting up for December 5th, which will include various City Staff people (Engineering, Police, Fire), where the 75% plans will be shared. He inquired if the Committee would like to have another status update presentation made at the December meeting.

Cox: I would suggest meeting in January or February, after the DES meeting, in order to provide any guidance that may be needed at that point on options or changes.

Lynch indicated that it would be good to incorporate, direct, and control access by foot to water.

B. Report on Bluff Excavation and Pre-Blast Meeting Held on November 1st

Bird: He indicated that there's been quite a bit of progress in this area since the last meeting. He noted the following:

- October 27th - Received letter from NHDHR signing off on Wetland Permit.
- November 1st, 2017 - Maine Drilling and Blasting and Severino held a pre-blast meeting. Issue: Notice didn't include required map. Solution: Holding second pre-blast meeting closer to start of blasting, so residents know the date of blasting.
- November 6th, 2017 - U.S. Army Corps of Engineers issued Wetland Permit.
- November 22, 2017 - Meet with Bill Simons regarding parking. Moving parking to north side of Washington St. Severino will use equipment to smooth out the parking spaces.
- November 29th, 2017 - Preconstruction Meeting with City Staff (Engineering, Police, Fire) to ensure everything is lined up for the work to begin.
- December (first week) - Tree clearing and overburden removal beginning. Access will be behind the pump station. Overburden will be moved to north side of the dredge cell.

Q. Could you provide the whole Committee notice of the day that they start work out there?

A. The plan is December 5th to begin tree clearing. A month to do the tree clearing and the overburden removal. They don't anticipate blasting until early-January.

C. Report on Public Dock Construction Bid Process

Bird: He indicated that four dock bids were received on October 26th, which ranged from \$149,000 to \$201,000. They are checking references for the low bidder. The issue is that all the bids came in over \$130,000 budget, but that, Bannon's been in touch with the Great Bay Rowing Club, who's agreed to donate \$19,000 to bridge the gap. Hope to go to City Council on December 13th, both for the award of bid and for the MOA with Great Bay Rowing Club.

The Committee asked the following questions:

Q. I recall last time that one of the big issues was timeframe.

A. Some companies didn't bid, because we were trying to get it done in the fall. Going out to rebid got us a lower price and got a better response in terms of bids.

Q. Was the installation on the Hudson River in a saltwater environment?

A. It was for a fishing dock and 4 years later, they hired the same company for a kayak ramp installation. Both of those were on tidal areas.

Q. Since Great Bay Rowing donated, are they going to get priority use of the dock?

A. Those details will be worked out by the Attorneys. They want to make sure that, during construction, every step will be taken to ensure that access to the river is not hindered.

Q. So if they're practicing or having a meet, will I be able to put my kayak in?

A. The City wouldn't agree to restricting public access. They haven't asked for that.

D. Update on Developer RFQ Site Visit Held on October 19th

Bird: As part of the RFQ bid process, potential developers came to the site on October 19th. Potential developers could submit written questions. We are working with Purchasing Agent, on responding to questions, and responses will be sent tomorrow. Bids due on 12/6 at 2:00.

8. New Business:

A. Report from Developer RFQ Review Subcommittee

Lynch: Reiterated the circumstances surrounding Woodburn's membership status. We need to be cautious with regard to conflict of interest and will be consulting with City Attorney.

Bird: City Attorney is invited to the next Subcommittee meeting to go over the rules.

Woodburn left the meeting, so as to avoid any further conflicts.

Drasher: We met on 11/7/17. The goal is to advance qualified developers to the proposal stage in a fair, organized, and transparent fashion. We reviewed and discussed the selection criteria and process and evaluation form. Subcommittee will receive copies of each developers' submission on 12/7 and meet on 12/15 to determine which developers are invited for interviews in January. If all developers are qualified, we could skip interviews and move to RFP stage.

Lynch: The process needs to remain fluid until they figure out how many responses they actually get, which will determine if full package will be brought before full Committee.

9. Committee member comments:

Discussed the necessity for a December meeting, but decided to have it for now.

10. Adjournment:

Motion: Drasher made motion to adjourn; Purcell seconded. Vote: 9 in favor