



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, 2nd Floor Conference Room
Meeting Date: Thursday, March 1, 2018
Meeting Time: 4:00PM

Members Present: Tim Dargan (Chair), Scott Johnson (Vice-Chair), Phil Rinaldi, Guy Eaton, Peg Purcell

Members Not Present: Periklis Karoutas, Sam Haddadin, Matt Sylvia, Maurice Olivier (Secretary)

Ex Officio Members Present: Dan Barufaldi, Economic Development Director; Karen Weston, Mayor; 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 4:05 PM.

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

2. Review and Approval of the February 1, 2018 Public Meeting Minutes.

Motion: G.Eaton made a motion to approve the February 1, 2018 Board meeting Minutes. Seconded by S.Johnson.
Vote: U/A.

3. 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: P.Rinaldi made a motion to enter non-public session. Seconded by G.Eaton. Vote: U/A.

4. 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"

"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: P.Purcell made a motion to seal the non-public meeting minutes. Seconded by G.Eaton. Vote: U/A.



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5. New Business:

- Downtown Merchants Report: Reid Weston

R. Weston gave an update of the downtown businesses.

- Operational Effectiveness/Initial Points moving forward. Board Member assignment discussion/ Success metrics, 360-degree feedback instrument: Dr. Olivier

A Board retreat will be put together for March 29th to go over Operational Effectiveness. Board Members were asked to review the Strategic Intentions packet that was distributed, and add suggestions. It was decided that the meeting would be changed from March 29th to March 28th from 4-7 PM.

Role definition discussion sessions will be finishing up, and assessments will commence in June.

The Director discussed the upcoming 2019 fiscal year proposed budget.

Comparative economic data is being prepared to compare Dover's Economic Development Department with others within New Hampshire communities.

- BIZED Connect Report: Periklis Karoutas (absent), Scott Johnson

A meeting is scheduled next week between DBIDA and the school.

A new School Board Member shared some ideas with a DBIDA Board Member regarding how to integrate learning with an effective hands-on approach.

Board members discussed Skyhaven Airport, after it was mentioned that the state Economic Development Director will be touring the facility at our request. It was stated that a possible meeting between the state Economic Development Director and DBIDA would help facilitate great interest and resources to the area.

6. Old Business:

- Conversion of Residential Properties to Commercial: Scott Johnson, Point Person. Sam Haddadin, Matt Sylvia, Dan Barufaldi. Councilor Ciotti request.

S.Johnson spoke about the new rezoning coalition, and his selection as Chair of the committee. It was suggested that an invested developer be brought on board. Meetings will take place once a month.

- Waterfront Update: Peg Purcell

P.Purcell gave an update of the waterfront. The board reviewed concept/preliminary plans.



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7. **Financial Report:** February 28, 2018 Month-End Report/Report vs. Budget

D.Barufaldi went over the financial report that was distributed. The anomaly in staff development is due to The Chambers' Annual Award Gala ticket purchases.

Motion: P.Rinaldi made a motion to accept the February 28, 2018 Financial Report. Seconded by S.Johnson. Vote: U/A.

8. **Manager's Report:** Economic Development Section: February 2018.

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

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

Board members discussed the changes in the retail market, as well as upcoming trends.

Changes in meeting dates for the upcoming DBIDA meetings were pointed out.

Board members discussed the Liberty Mutual/Lincoln Financial sale, and the workforce.

10. **ADJOURN:**

Motion: S.Johnson made a motion to adjourn at 5:30 PM. Seconded by P.Purcell. Vote: U/A.