

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, August 21, 2018**
Meeting Time: **5:30 PM**

PRESENT: Dana Lynch (Chair), Kyle Pimental, Jack Mettee, Dane Drasher, Norm Fracassa, Kim Schuman, Dennis Ciotti

EX-OFFICIO: Karen Weston (Mayor), Michael Joyal (City Manager)

STAFF: Steve Bird- City Planner, Gary Bannon- Recreation Director

1. **Call to Order at 5:30 pm**
2. **Approval of Minutes from June 19, 2018**

Motion: Mettee moved to approve the minutes of June 19, 2018 and Drasher seconded. Vote: U/A

3. **Citizen's Forum:** None
4. **Changes to the Agenda:** None
5. **Correspondence**

Bird: Received a letter of resignation from Woodburn as she will be part of the development team. Also the August waterfront newsletter went out yesterday via email.

Mettee complimented Mike Gillis from the Dover Media Center. He creates the newsletter from the drafts submitted and does a great job.

Pimental: Are we looking to replace her with someone with a similar background or what are we looking for?

Lynch: I have been talking to someone who is interested, and they have filed the paperwork to be nominated by the City Council. Beth Fisher has put forward the paperwork to be nominated for the position.

Lynch: Robbie brought landscape architecture to the committee as does Norm. Rather than have two landscape architects, I was looking for someone with experience and background in City government and real estate.

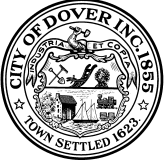
6. **Old Business**

A. Project Status Memo from Horsley Witten

Bird: A progress update memo was received on August 20th from Horsley Witten. The document describes the status of various parts of the project. On August 13th they submitted a plan set to the City. I am looking it over along with Dave White. They are working on completing the permit applications required and are focusing on storm water management and shoreline stabilization. GZA has completed an assessment of the steel bulkhead. They've concluded the bulkhead is in good condition and functioning as intended and doesn't need reinforcement or removal. They recommend that when we redevelop the park area we expose the tie rods.

We asked Horsley Witten to assess the River Street and Washington Street intersection for site distance and they had a licensed traffic engineer do that. They concluded the site distance exceeds the minimum requirements for safe operation.

They've been looking at the park design and dock design in terms of accessibility and maintenance requirements. They are recommending longer sections of straight floats that are parallel to the shore that will offer more flexibility to a variety of boat sizes.



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Ironwood has developed a planting plan for the park and have submitted it to DES for feedback. Ironwood and Union Studio will be at the September meeting to discuss the park layout in more detail.

Horsley Witten is putting together the DES Alteration of Terrain and DES Wetlands permits. A permit needs to be filed with the Army Corps of Engineers. The schedule is highlighted on the last page of the memo.

Pimental: DES is drafting new wetlands regulations. Have there been any discussions about the new draft permit and how it might affect the City?

Bird: He will ask if that has been considered. If the regulations are still in draft form they are not yet required. It could likely be a long process before they are finalized.

Weston: Was the River St intersection review done on the existing intersection or on the other side of the pump station?

Bird: They reviewed the existing conditions and commented on possible future conditions. The guardrail does impede sight distance, but the sight distance is achieved by inching out more. There is a proposal to move River St behind the pump station which would cure the issue altogether.

Weston: Expressed concern because that intersection has come before TAC and the discussion was that something needs to be done. It needs to be considered before any final design decision gets made.

Mettee: Can the timeframe for RAP review be reduced as a year and a half seemed too long. If the construction is going to take that long, is there anything that can be done in the meantime to make the park user-friendly?

Bird: The year and a half estimate is conservative. It will likely be closer to a year or less. There could be interim steps done before the RAP is approved, but not sure what they may be. I will put that question to GZA.

7. New Business

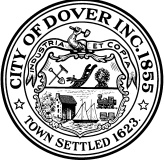
A. Update on Term Sheet Negotiations with Cathartes

Bird: Chris Parker and I have had three meetings with Jeff Johnston from Cathartes. We have drafted a term sheet that is currently under review by their attorney. Negotiations have gone well so far. Our consulting team met with their consulting team this afternoon and it was a good exchange of information. The Chair has formed a subcommittee to act as a sounding board for the negotiations. There is a meeting scheduled for August 29th. This will be a non-public meeting because negotiating tactics will be discussed.

Lynch mentioned the subcommittee includes Fracassa, Touma, Drasher, Cox and Lynch. If anyone on the committee has any topics they feel should be discussed, pass it on through Bird or a subcommittee member.

Mettee: Do we do a term sheet and then an LDA? And what is the timetable?

Bird: Yes, a term sheet first and then turn that into a Land Development Agreement. Hoping to have it wrapped up in October/ November. It would be brought to this committee and then to City Council.



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Mettee asked to keep full committee informed of the broad/ major topics of discussion on the term sheet.

B. Update on NH Coastal Resilience Grant – Living Shoreline on Waterfront

Bird: We submitted the application to help fund the living shoreline on the waterfront. The grant was not selected for funding. It was determined a great project, but many applications were received and ours didn't make the cut. We applied for funding for construction and they preferred we had permits in hand. They liked the public participation component. They also suggested we provide more detail on the construction budget.

C. Discussion on Lot Line Adjustment Between Waterfront Lot and Maglaras Park Lot

Bird: The City has been discussing a lot line adjustment between the waterfront parcel and the Maglaras Park parcel. We need a surveyor to prepare a plan. When we do the remedial action plan it has to be for a particular parcel of land. We could subdivide the waterfront parcel as we sell the developable portions to Cathartes. There would have to be a second plan that separates out the public portions of the waterfront parcel. These areas (park, road rights-of-way, pump station) would all be retained by the City. The dredge cell straddles the property line. A lot line adjustment plan would need to be drawn up and approved by the planning board.

Lynch suggested because of topography, it may be best to keep the eastern portion as part of the park rather than have the City retain it.

Weston: Is DRED involved? Does that have anything to do with the size increase of the park?

Bird: Yes, DRED is involved in both of these parcels. We want to make sure we satisfy DRED's requirements.

Ciotti: Was the park land a DRED gift like the Garrison School? And is the time clock 40 years like the school?

Joyal: They were projects at different times. DRED is the state agency which has oversight for the federal program which is the conservation fund program. At different times in different parts of the City we have committed land to a conservation fund program in return for grant funds. It's only a portion of the park.

Lynch: As the development of the parcel moves forward there will be more subdivisions created for rights-of-way and the park and even more as phase I and phase II of the development move forward.

Pimental: Will the lot line adjustment have any impact on the urban exemption zone?

Bird: Not in my opinion. The urban exemption currently goes to the end of the waterfront parcel.

8. Committee Member Comments:

Pimental: For the living shoreline, the City may want to consider justifying why the hardened structure is necessary. That funding source prefers to have complete vegetation, so more explanation may be necessary.

9. Adjournment

Motion: Mettee moved to adjourn at 6:25 PM, Fracassa seconded. Vote: U/A