



**CITY OF DOVER**

## DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

|                          |                                                        |
|--------------------------|--------------------------------------------------------|
| <b>Meeting Type:</b>     | <b>Regular Meeting</b>                                 |
| <b>Meeting Location:</b> | <b>City Hall, 1<sup>st</sup> Floor Conference Room</b> |
| <b>Meeting Date:</b>     | <b>Thursday, January 3, 2019</b>                       |
| <b>Meeting Time:</b>     | <b>4:00PM</b>                                          |

**Members Present:** Tim Dargan (Chair), Scott Johnson (Vice-Chair), Maurice Olivier (Secretary), Sam Haddadin, Matt Sylvia, Guy Eaton, Peg Purcell

**Members Not Present:** Periklis Karoutas

**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 4:02 PM.

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

### 2. Review and Approval of the December 6, 2018 Public Meeting Minutes.

**Motion:** M.Sylvia made a motion to approve the December 6, 2018 Board meeting Minutes. Seconded by S.Haddadin. 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:** M.Olivier made a motion to enter non-public session. Seconded by M.Sylvia. Roll call 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" 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.Johnson made a motion to seal the non-public meeting minutes. Seconded by S.Haddadin. Vote: U/A.



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M.Sylvia left the meeting at 5:00 PM.

### 5. New Business:

- **Age-Friendly Project Report: M.Olivier**

M.Olivier gave an update of a meeting attended in Concord, and contacts that were made.

- **Downtown Merchants Report: R.Weston**

R.Weston gave an update of the downtown merchants.

- **Rezoning Coalition: S.Johnson**

The rezoning process is moving along as expected.

- **BizEdConnect: P.Karoutas**

Contact has been made to a few local universities. The Rotary is working with the High School CTC Program. More information will be available at the next meeting.

- **Waterfront Update: P.Purcell**

Staff members met with Cathartes to discuss negotiations on the term sheet. They received an amended permit for bluff excavation.

- **Healthcare: M. Olivier, G.Eaton**

There will be more to report at the next meeting.

- **UNH Liaison: G.Eaton**

G.Eaton is working on setting up a meeting before the students return from winter break.

- **GBCC Workforce Training: S.Haddadin**

A contact is needed for communication with Great Bay Community College.

- **EP2: S Haddadin, M. Sylvia, S. Johnson**



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Board members are still looking for potential EPII locations.

### 6. **Financial Report:** December 31, 2018 Month-End Report/Report vs. Budget

D.Barufaldi went over the financial report that was distributed. DBIDA is on budget YTD.

**Motion:** G.Eaton made a motion to accept the December 31, 2018 Financial Report. Seconded by S.Haddadin. Vote: U/A.

### 7. **Manager's Report:** Economic Development Section: December 2018.

The manager's report is located in the packet for review. The Director discussed meeting with Eversource, and solutions for power outages.

**Motion:** S.Haddadin made a motion to accept D.Choate, of Colliers, International, as the exclusive listing agent for Enterprise Park, through December 31, 2019. Seconded by G.Eaton. Vote: U/A

### 8. **Board Member Comments/Questions:**

### 9. **ADJOURN:**

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