



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, November 7, 2019
Meeting Time: 4:00PM

Present: Scott Johnson (Vice-Chair), Maurice Olivier (Secretary), Sam Haddadin, Periklis Karoutas, Todd Sigmon, Guy Eaton, Sean O'Connell, Doug DeDe

Absent (Excused/Unexcused): Matt Sylvia (Excused), Tim Dargan (Excused), Steven Wyrsh (Unexcused)

Ex Officio Members Present: Dan Barufaldi, Economic Development Director; Karen Weston, Mayor

Ex Officio Members Absent: 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 4:12 PM.

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

2. Review and Approval of the October 3, 2019 Public Meeting Minutes.

Motion: S.Haddadin made a motion to approve the October 3, 2019 Board meeting Minutes. Seconded by M.Olivier.
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: G.Eaton made a motion to enter non-public session. Seconded by S.O'Connell. 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"

"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 non-public meeting minutes. Seconded by P.Karoutas. Vote: U/A.



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5. New Business:

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

Interviews went well. First draft of the final report will be presented for review and approval at the next Board meeting.

- **Rezoning Coalition**

Presented to the Planning Board and it is being reviewed for presentation to the City Council.

- **Healthcare Project: M.Olivier, G.Eaton, T.Sigmon**

At a 10/13 meeting of M.Olivier, T.Sigmon, and G.Eaton; 15 healthcare related businesses were identified, and 5 of the listed businesses will be contacted by each task group member, with a list of 8 agreed upon questions, to learn how to attract more of the companies, in this sector, to Dover.

- **Downtown Merchants Report: R.Weston, S.Haddadin**

R.Weston is out on short term disability. S.Haddadin went with her to meet 5 of the downtown businesses, prior to her absence.

- **BizEd Connect: D.DeDe, T.Sigmon, S.Johnson**

No meeting yet with Superintendent Harbron to re-establish a working relationship with the CTC.

- **UNH Liaison: G.Eaton**

G.Eaton is trying to establish contact with those looking for internships.

- **Wentworth House Project: G.Eaton**

G.Eaton reported they are moving forward with the memory care addition at \$280 per SF.

- **COAST Status: D.Barufaldi**

D.Barufaldi reported COAST is losing 25% of their budget as Federal funding for the bridge construction mitigation shuttle terminates. Both Rochester, and Somersworth, have reduced or eliminated their COAST subsidies. COAST has redesigned their North/South route structure for more efficient connections with local routes.



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5. **Financial Report:** October 31, 2019 Month-End Report/Report vs. Budget

D.Barufaldi went over the financial report that was distributed. There were no anomalies.

Motion: S.Haddadin made a motion to accept the October 31, 2019 Financial Report. Seconded by M.Olivier. Vote: U/A.

6. **Manager's Report:** Economic Development Section: October 2019.

The manager's report is located in the packet for review. Highlights mention a slight softening in manufacturing and the "Amazon Effect" on our downtown retailers and steps are being taken to encourage a joint brick and mortar and online sales approach utilizing unique, custom-made products, with higher revenue potential per square foot of leased space.

7. **ADJOURN:**

Motion: S.Haddadin made a motion to adjourn. Seconded by S.O'Connell. Vote: U/A.