



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, January 9, 2020
Meeting Time: 4:00 PM

Present: Tim Dargan (Chair), Scott Johnson (Vice-Chair), Maurice Olivier (Secretary), Sam Haddadin, Matt Sylvia, Periklis Karoutas, Doug DeDe, Todd Sigmon, Guy Eaton

Absent (Excused/Unexcused): Sean O'Connell (Excused), Steven Wyrsh (Excused),

Ex Officio Members Present: Dan Barufaldi, Economic Development Director; Bob Carrier, Mayor; J. Michael Joyal, City Manager

David Choate, Colliers International, was present for roll call attendance and a portion of the non-public session.

1. The Chair called the meeting to order at 4:01 PM.

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

2. Review and Approval of the December 5, 2019 draft Meeting Minutes.

Motion: D.DeDe made a motion to approve the December 5, 2019 draft 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)

RSA 91-A:3 II (d)

RSA 91-A: 3 II (j)

Motion: M.Olivier made a motion to enter non-public session. Seconded by S.Johnson. 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

Motion: T.Sigmon made a motion to seal the non-public meeting minutes. Seconded by D.DeDe. **Vote:** U/A.

M.Joyal entered the meeting at 4:32 PM.

5. Board Member Reports:

• Age-Friendly Project: M.Olivier

Data collection is wrapping up. A report outline will be drafted for February/March. A general recap of the project was discussed.



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- **Rezoning Coalition: S.Johnson**

Board members discussed an overview of their work on the rezoning efforts, and where the process stands. The report is under review by The Planning Board, prior to submission to the City Council for review and approval.

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

Board members discussed how to best pursue this project, and suggestions were made regarding various objectives including attracting vendors to our expanding healthcare facilities.

- **Downtown Merchants: R.Weston, S.Haddadin, D.DeDe**

Board members discussed challenges facing the downtown merchants including the “Amazon Effect”, higher taxes, and lease costs.

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

Board members discussed their recent meeting with The Mayor. They were appreciative of his enthusiasm for BizEd Connect, and collaboration between DBIDA and the CTC.

- **UNH Liaison: D.Barufaldi**

The Director discussed an inadvertent visit from a professor at UNH, and his students’ interest in internship programs. There will be a follow up meeting to get a program together this month.

- **CWDAC: M.Joyal**

The City Manager gave an update of the waterfront project with Cathartes. It was agreed that future updates would be presented by R.Carrier.

G.Eaton entered the meeting at 5:05 PM.

- **State of N.H. Liaison: P.Karoutas**

P.Karoutas gave an update of the new legislative session and bills that are being presented.

- **CIP Infrastructure: M.Sylvia, P.Karoutas**

Board members discussed the need of putting infrastructure into Innovation Way at Enterprise Park. Discussion ensued regarding upcoming CIP project presentations to the City Council.



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- **Dover Brochure Inside Cover Change/New Mayor**

Board members discussed updating the Dover brochure to include a new headshot and greeting letter from the incoming Mayor.

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

D.Barufaldi went over the financial report that was distributed.

Motion: S.Haddadin made a motion to accept the December 31, 2019 Financial Report. Seconded by T.Sigmon.

Vote: U/A

6. Manager's Report: Economic Development Section: December 2019.

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

7. Board Member Comments/Questions:

Board members discussed expectations from the group. It was stated that DBIDA's primary role is to help support the City Councils' objectives regarding raising the amount of commercial tax rateable values, and supporting small businesses and their growth within the parameters of the Master Plan.

8. ADJOURN:

Motion: S.Haddadin made a motion to adjourn at 5:34 PM. Seconded by P.Karoutas. Vote: U/A.