

## MEETING MINUTES

Title	NASHUA BIDA
Location	City Hall Auditorium
Date	03/23/2023

Unapproved / Draft

Approved

Time Meeting Called To Order	9:10AM
Members Present	Jason Haviland, Lydia Foley, John Stabile, Mark Prolman, Carl Andrade (late), Jaron Slattery
Members NOT Present	Deborah Novotny, David Denehy
Members present via Zoom or Phone	
Board Openings	One (1)
Guests or Others Participating	Tim Cummings, Matt Sullivan, John Sullivan, Alex Comeau(v)

### General Meeting Highlights/Notes/Brief Description of Meeting

#### New Role for T. Cummings >

- Tim C. taking on new responsibilities as Administrative Services Director
- Hoping to have a candidate hired and on board in late April, early May
- Will continue to support BIDA
- Transition activities of some nature planned for summer '23

#### Millyard Property update:

- Tim C. met with the Board of Alderman and received positive feedback on involvement with BIDA
- On site tour planned for 3/30
- Per John S. suggestion, Jason and fellow board members will meet with Mayor to discuss involvement. Also meet with Alderman at future meeting.
- Discussed preference for local firms for any engineering work
- Title search is 1<sup>st</sup> step. BIDA will pay for, Tim C. will coordinate
- Meeting with surrounding property owners will be a future step.

#### Developer Friendly process discussion:

- Process has been deployed and working as intended
- Next steps:
  - Revising and updating a Developer Playbook.
  - Revising and updating the website to advertise and communicate process.
  - Consider pitch competition or developer tour of the city
- Future and additional process improvements may require changes to code and administrative process.

MEETING MINUTES

Any Final Decisions Made or Official Actions Taken

- Motion made by Mark Prolman second by Lydia Foley to approve December minutes. VOTE: 5-0. Motion passes. Carl not present yet.

Motion To Adjourn By	Carl Andrade. All in favor. 6-0. Motion passes.
Time	10:10
Next Meeting	April 21, 2023. EMAIL <a href="mailto:cityclerkdept@nashuanh.gov">cityclerkdept@nashuanh.gov</a>