

**Berlin Industrial Development & Park Authority  
Board Meeting, May 9, 2012**

**Members Present:** Dick Eastman, Andre Duchesne, Councilor Peter Higbee, Max Makaitis, Sally Manikian, Jay Poulin, Jerry Dumoulin, Dave Poirier

**Members Excused:** Chair Caron, Councilor Diana Nelson, Dick Huot

**Others Present:** Pam Laflamme, City Planner; Pat MacQueen, City Manager

Vice Chair Higbee chaired the meeting in Chair Caron's absence.

**April Minutes:** Mr. Eastman made a motion to approve the April minutes, seconded by Mr. Makaitis, all in favor, motion passed.

**April Financial Report:** Mr. Dumoulin reviewed financials for April. Mr. Dumoulin started out reviewing the cash position for the board, down now due to the loan payment to the Business Finance Authority. He will be working with the Comptroller to get the loan assets from ISI off the books. Keyspan and PSNH donations need to be reviewed and perhaps removed. Legal fees were the highest expense for the month. Rental income now shows Presby Steel deposits.

Ms. Manikian made a motion to accept the financial report for January seconded by Mr. Duchesne, all in favor.

**Discussion about downtown real estate:** The board talked over the various options for downtown building redevelopment. Discussions were had about which buildings were owned by the City, currently available for sale, and those building that may be added to the City's portfolio through tax deeding. It was determined that there are many options for the board to consider. It was also discussed that the board will need to know what the end use of a building will be before going too deep into a renovation. Discussion ensued, no decisions were made. The board will discuss again at an upcoming meeting.

**Extension of contract with Matt Martel – RE/MAX NER:** It was noted by staff that the contract with Matt Martel through RE/MAX Northern Edge Realty had expired at the end of April. Mr. Martel has been actively pursuing leads for the board and it was felt it made sense to continue with him and the firm.

A motion was made by Mr. Dumoulin, seconded by Mr. Duchesne to renew the contract for another year at the same terms. All members voted in favor of the motion.

**DMV/Maynesboro Building:** Ms. Laflamme told the board that the DMV came back with a counter off to the board's proposal of a 12 month lease extension with a 9 month extension offer. The board discussed the fact that with the 30 opt out clause it really was more of a

month to month contract and not a lease. After much consideration by the board, it was decided that the board would be willing to do a nine month extension if the DMV agreed to the removal of the 30 notice clause.

Mr. Poulin made the motion, seconded by Ms. Manikian, all members were in favor of the motion, motion passed.

**Other: Maynesboro Stud Race** Ms. Laflamme shared with the board that the Berlin and Coos County Historical Society had asked if the BIDPA board would consider mowing the lawn on the former Sabbow lot twice this summer instead of once. They also wanted to know how the board wanted to see the lot left after the event. The board indicated it wanted to see the property free of manure and returned to its previous condition. As for the mowing, the board didn't feel it was necessary to mow the lawn twice but the BCCHS was free to do the second mowing if it wanted.

**Other: Tuesdays and Wednesdays** Mr. Poirier told the board he thought it was really important to have Chair Caron at the board meetings and as such the board should consider adjusting their schedule for the summer. Realizing other board members have conflicts during the winter months, it was agreed upon by the board that the board meetings will be on Tuesdays during the months of May through October and on Wednesdays during the months of November through April. The board agreed to this revised schedule.

**Public Comments:** None

**Mr. Poulin made a motion to go in to Nonpublic Session per RSA 91-A:3, II (d) Land Matters, and seconded by Mr. Makaitis roll call vote was taken, motion passed.**

**Mr. Duchesne made a motion to exit nonpublic session per RSA 91-A:3, II (d) Land Matters seconded by Mr. Makaitis. A roll call vote was taken, the motion passed.**

**Ms. Manikian made a motion to seal the minutes of the nonpublic session until such a time the information no longer needed to be kept nonpublic, seconded by Mr. Makaitis, all voted in favor of the motion.**

**Member comments** – None

**Public Comments** – None

Mr. Dumoulin made a motion to adjourn seconded by Mr. Duchesne, all members voted in favor of the motion, motion passed.