

**HOOKSETT ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, March 21st, 2018
5:00 P.M.**

Chairman David Scarpetti called the meeting to order at 5:00pm.

Pledge of Allegiance

Attendance: David Scarpetti, Chairman, Paul Scarpetti, Vice Chairman, Matt Barrett, Dan Lagueux, Marc Miville, Alden Beauchemin and Mark Chagnon

Not Present: Ivan Gult

Staff: Nicholas Williams, Town Planner, Dr. Dean Shankle, Town Administrator

Other: Sid Baines, Sewer Commission, Dan Tatem, Stantec, Bruce Kudrick, Sewer Commission, Don Winterton, Town Councilor Rep for Sewer Commission, Jeff Larrabee, Developer, Jared Reynolds, UNH Cooperative Extension and Jack McEnany, Grant Writer for County of Merrimack

Approval of Minutes

Marc Miville motioned to approve the minutes from 02/21/18 as amended, seconded by Mark Chagnon. Motion passed. Paul Scarpetti abstained.

New Business

- **Discussion of TIF/Sewer Developments w/Steve Marro & Jared Reynolds of the Merrimack County Development Administrator Office**

Jared Reynolds discussed his role in the Cooperative Extension. He also reviewed what the Cooperative Extension has done with the Town of Hooksett including 2 community profiles and the Business Retention and Expansion program in 2014.

David Scarpetti gave an overview of what the Economic Development Advisory Committee's current goals are. They are trying to get Sewer to the West Side of the river between Exit 10 and Exit 11. There is a lot of undevelopable land in between. The Sewer Commission is willing to bring it under the river to a pump station and to Exit 11 to open up to a hotel and other businesses. When Steve came in he talked to us about grants and we want to know what our options are.

Jack McEnany discussed the different options regarding grants available for this project. The USDA, Department of Agriculture has a Water and Waste Disposal Grant Program and Hooksett is eligible as a rural town. It is a sliding scale depending upon certain economic factors in the community including the size of the project, availability and matches. Whenever he writes a grant for this program, he does go in and discuss it with a representative from the USDA. The information was sent to Dr. Shankle but he has not had a chance to review the large packet as of yet. It is an online application. There is also the

Economic Development side of the Community Development Block Grants (CDBG). That grant can be about \$20,000 per job creating up to \$500,000. If it goes to a non-profit then it becomes a low interest loan. The Capital Region Development Cooperation manages those and you have to have at least 225 points. That grant is on a first come, first serve basis. They will be having a July round this year. It seems that you do have some match and a private partner. Jack believes that this could help get the ball rolling. The last USDA application that he did took about three months. They are all rolling applications with no deadlines so they can be applied for at any time. The requirements differ from each application. They do expect that the NH DOT requirements have been taken care of already which includes the design, compliance and permits. The CDBG issues points if you have that done. Jack has not done a Water and Waste Disposal Grant as of yet.

Marc Miville asked if it a full plan set in place would be needed. Jack replied that hard engineering numbers would be needed with a readiness to implement.

Paul Scarpetti stated that currently this is all in the infancy stage with a TIF in place. We do not have plans but Stantec is here to discuss that. Jack stated that it would be good to wait until there was a plan. That plan would have to go to NH DOT. He can call USDA and ask them where we need to be in the process to apply and the same for EDA. They will not cut a check until they know exactly what is happening. Paul stated that it would be reassuring if we had grant money marked for it.

Jack McEnany made it clear that these are very competitive programs and there is not a lot of money in them. It is broken up by region. This is for all of New England, not just New Hampshire.

Mark Chagnon did ask that since there are multiple communities bidding for the money, is the money there now.

Jack McEnany stated they really do not know when they will have the money but the programs are guaranteed. The CDBG is in place until 2020.

Mark Chagnon asked that if we wait three months, are we going to be behind?

Jack McEnany said it is hard to say who will be in front of you. If Jack is sure that he will doing a project, he will contact the USDA and plant a seed letting them know what is coming. Dr. Shankle and Jack would have to go to the USDA and meeting with a representative but they would need a lot more information and a timeline. Keep in good communication. David Scarpetti asked if the money is allocated each year and if it is done each Calendar year. Jack stated that the CDBG normally does January and July but there was no January this year. July would be a good timeframe to look at when it comes to applying.

David Scarpetti spoke about the Sewer commission. They have contracted with Stantec to come up with a number. They have not started on outside work yet. If these apps got filled out and put on your desk is it a waste of time?

Jack McEnany did say that there is a lot of missing information at this time.

Dan Tatem spoke about his task with the Sewer Commission. Stantec is just coming up with an engineering design estimate and cost estimate for the pump station behind Tri Town Arena and going under the river to the existing line as well as installing two gravity lines up to 3A, one towards the Palazzi property and one going south. What they have found is that if you have an engineering plan and complete permits in place, you can jump up the list.

Jack McEnany did clarify that he does not need the full engineering plan, just the data from it.

Dan Tatem made it clear that what they are working on for the Sewer Commission is a completely separate item. His recommendation was for the Economic Development Advisory Committee to contract with an engineering company to come up with a design estimate. The Town of Auburn ended up fronting the money up front to get up the list for a grant and get the funding.

Marc Miville said that the last he had heard was there was some back and forth about who would be responsible for that and it had not been resolved. There was an engineering study that needed to be done but that was \$650,000.

Sid Baines spoke about what they have done and plan on doing and they feel they have done their fair share including donating to the bridge.

Marc Miville mentioned that the Town Council would have to do a warrant article for that. They did a \$100,000 article instead of \$650,000.

Dan Tatem reiterated that what they are doing is unrelated to what the Committee is doing. One of the key components to their analysis is that they are calculating a total potential build out for Exit 10 and 11. They have a large master plan they are working on and coming up with total gallons potential for that facility and the best case scenario for flow without the TIF district. They are completing this buildout assuming all of 3A gets sewer. That may not happen.

David Scarpetti mentioned that once that analysis is all done and if it is more than what the Sewer Commission wants to spend, then there is no pump station. We should probably wait until their engineering study is done so we know for sure that the Sewer Commission is going forward.

Dan Tatem stated that the study will be done by the end of April.

David Scarpetti asked what the \$650,000 was for and if that included the pump station and under the river.

Don Winterton informed the Committee that the estimate was one that Stu Arnett put together. Since then, things have changed. He did ask the question to the County that if Stantec does its job for the Sewer Commission and they go with a plan that they say is an \$18,000,000 project, is there potential to get grants to finish engineering?

Jack McEnany said that they have potential for design and anything that is paid for goes towards the match.

Don Winterton brought up the fact that this is an SB2 community and until the voters say that money can be spend on engineering and planning, it can't be spent. The earliest that it could be spent is July, 2019. He hopes that somehow the grant money might help with the engineering and he is so thankful and appreciative that the Sewer Commission is willing to put \$2,000,000 into the project.

Dan Tatem suggested that the Committee think about getting estimates. Getting good, hard estimates and then apply and see what happens. They should not sit idle for a year.

Jack McEnany reinforced that they do not need blueprints. They need a strong narrative and a bid so they what ballpark the project is in. It can start the ball rolling. The USDA prides themselves on the objectivity of the grants.

Jarod Reynolds stated that this is the park where he works with the town. He is more of an economist and work son the planning, feasibility and financial part.

Dr. Shankle spoke about part of the issue is that we do not know for sure that the Sewer Commission is going to go ahead with the pump station. On the other hand, he is not sure if the Sewer Commission would go ahead if we do not know that we will build the rest of the sewer. At this point, it will be interesting to see the flow numbers. The Regional Planning Commission did say the TIF would not pay for itself. There is not enough land to turn into the kind of money we need to do this. There is a lot of moving parts. We will need a good narrative on how it will create jobs and how many and why we are doing this. We need to have some money to do marketing and sell this to the businesses.

Jared Reynolds stated that this is where he comes in. He can assist with the growth potential and the early planning to justify the projects to voters.

Sid Baines stated that the \$2,000,000 they are donating they do not expect back. It is for infrastructure. However, if the bid comes in at that we will put the pump station in and will cross the river. If we can benefit the town in other ways, please let us know. As it stands, if Dan comes up with a plan that it can be done for \$2,000,000, we will be doing it.

Marc Miville mentioned that in an earlier plan, Mr. Larrabee was going to contribute a portion to it. **Sid** stated that he will be bringing the pipes down from his project to the pump station. Jack stated that by Mr. Larrabee doing that, that would be part of the match as well.

Dan Lagueux asked if there was a breakeven point that would make this feasible so the constituents see the value. **Marc Miville** stated he thought there was a certain level of property valuation that was needed to make the TIF viable.

Old Business

- **Update from Mark Chagnon about businesses interested in advertising space in the Town Hall glass cases**

Mark Chagnon spoke about a map of a local community that Marc Miville brought to his attention. The businesses in Town would pay for advertising on the map. He wanted to know if that is something the Economic Development would pay for or if they would like to outsource it. There are a couple options. The Union Leader may be willing to do it. A rough estimate would be about \$2,000 for 1,000 maps. Or the Union Leader would do it, give the 1,000 units to the Economic Development but keep the profit from selling the advertising. Another option is seeing if the Chamber would want to do it or other businesses. This would be put out in places like the Fairfield Inn and other business. There are quite a bit of man hours to sell all the advertising spots.

Paul Scarpetti mentioned that it would necessary to have more than 1,000 pieces.

David Scarpetti would like Mark to go to other places and see what they would like to do and get other pricing for it as well.

Mark Chagnon said that Al Terry Plumbing and Heating wants to come in to advertise in the glass cases. He asked if the placement of the glass case was set in stone. Dr. Shankle said not exactly but it can't be moved by the front door.

Town Development Update – Nicholas Williams

Nicholas Williams discussed a couple approved site plans including a new bank at 1461 Hooksett road and a new water tower for Hooksett Village Water Precinct at the Pike quarry. He also brought up a phone call received from Plantation Products. It is a Massachusetts based wholesaler, they distribute seeds, flowers, herbs, gardening supplies. They are looking for a 200,000 square foot- 550,000 square foot warehouse in Hooksett.

Paul Scarpetti mentioned the possibility of adding onto BJ's.

Alden Beauchemin spoke about the potential restaurant group that may be going into the Jeff Larrabee project but they will not do so until there is Sewer or a serious commitment so they are waiting. Alden asked Dr. Shankle who will taking over the Roundabout since the Town engineer has left. Alden spoke with the state engineer today and they are up in the air of who is going to take the lead for the roundabout.

Dr. Shankle stated that TFMoran has been working on it on the project. Keach Nordstrom is picking up stuff for the PB but he was not going to stick them on a project that we already have an engineer on, the State has not contacted him. Dr. Shankle is going back and forth right now because Diane has been pretty specific that she is leaving in January so his priority will be to get a new DPW Director first.

Next Regular Meeting Date – April 18th 2018 @ 5pm

Paul Scarpetti motioned to adjourn, seconded by Mark Chagnon. Meeting adjourned at 6:23pm.

***Minutes submitted by
Leann Fuller***

Administrative Assistant