

**HOOKSETT ECONOMIC DEVELOPMENT COMMITTEE
MEETING MINUTES**

WEDNESDAY October 17, 2018

5:00 P.M.

David called the meeting to order @ 5:07

- **Pledge of Allegiance 5:07**
- **Attendance:**, Chair-David Scarpetti, Alden Beauchemin, Ivan Gault, Dan Lagueux, Matt Barrett, Roger Duhaime
- **Excused:** Paul Scarpetti, Mark Chagnon, Jim Sullivan-TC Representative
- **Staff Support:** Dean Shankle-Town Administrator, Nicholas Williams - Town Planner, Bruce Thomas – Town Engineer, Kathy Lawrence-Minutes
- **Approval of Minutes of September 19, 2018 : Motion to approve by:** Dan Lagueux, 2nd **by:** Matt
Changes: Monies

Appointments: None

New Business: None

Economic Revitalization Tax Credit Zone:

Nicholas I spoke with Sylvia about recertifying Hooksett and she will sit down and review that with me. It needs to be done every 5 years through the state and can be taken care of administratively. **David** Can it extends along the bypass? **Nicholas** The state will determine if we qualify for that and Sylvia will be able to help us work through the details. **David** can we add other areas to the map? Do we need to get a copy of the plan of the area? We talked about adding 3A and more of Londonderry Tpk.

David asked Nicholas how the Master Plan update was coming and about the Master Plan Survey response.

Nicholas to date we have received 1000 responses and the mailing to all residents has gone out.

Business Retention and Expansion (BRE) Programs: 2016

Nicholas This is a large report with a lot of information that I can use for the Master Plan but the survey is lengthy and I think we need to go with a condense version. **David** I don't think we want to use the same businesses? **Ivan** Why not? **David** some businesses are burnt out with the survey we had them complete last time but I do agree that the survey Nicholas has is easier.

Nicholas How do you want to administer the Ambassador Program survey? **Dan** are we doing this to gather information for the Master Plan? **Nicholas** some of it can be used but the overall objective will be to gather

information for better economic stability too. **Dan** if we only got 34 the 1st time is it worth getting 30 more? **Nicholas** the information from the 2016 is not old and if we can approach more of the businesses that have been here at least 2 years we can combine the info. **David** we should get a list of all the businesses that are new from 2016. **Nicholas** I would like to get a list of about 10 and that would be a good start.

Dean suggested talking to Chamber of Commerce to compile a list of new businesses.

David asked Matt and Dan if they could reach out to the Chamber and get a list.

Nicholas the key is to develop a standard approach to reaching out to businesses with our survey. That way you know who has been involved and where and when to start looking each time and not harassing the same business over and over. **Ivan** what about the tavern that closed? **Nicholas** there are 3 parts to the survey, the initial contact where you may discuss the process of establishing, the Business Retention and there should be an exit interview.

David asked that we start to compile a list of businesses.

Roger who are the ambassadors, who will actually go? We all have contacts and there are some I would like to go see? **David explained that the committee would assign a business to two members and they would go and visit them and interview them together if possible.**

Roger I think that works well. Some towns have approved sights for someone that comes to town with a business and they can go to that list and know what is available, water, sewer and zoning. Is that something you are working on? **Nicholas** that is something we can do. **Dean** if someone has a specific project and they tell us what they are looking for, we can match that with our GIS mapping. We can assist in finding what they are looking for, the pre- approval process was something that was a national program. Some towns used it but it wasn't many and it wasn't always that easy. **Nicholas** a simple inventory that is serviced by sewer, water or gas is something we can do through a layer on our GIS.

2016 Business Retention and Expansion Report for review and comment as previously presented to the EDAC

List of new businesses for Occupancy Review:

Provided to the committee, page 5 of 10/17/18 minutes

David Jim Sullivan suggested that the committee send letters of appreciations to businesses that make improvements to their properties. **The committee agreed and discuss some businesses around town that have made improvements this summer.** **Ivan** asked if the improvements were for just the outside of the properties and how far back? Regal Theaters had done a nice job updating the inside and those improvements can cost the business more than some outside improvements can cost. We should think about sending letters of appreciation to those businesses too. **Dan** are we going to send them a letter if they do any kind of renovation? **Matt** we need to let businesses know that we are here and notice the things they do to improve and if they need something from us that we are on their side.

Nicholas recommended a letter be sent to #1176 Hooksett Road. A new business, Smoker Haven has already started cleaning up the property there.

David asked for staff to keep a list of business that apply for Occupancy Review in Community Development and receive a CO. Keep this list and combine with Ambassador Program

Sewer Update:

Bruce we are trying to get the total cost of the engineering design for the sewer and any increase will go on a Warrant Article for next year. We are getting a quote for the current river crossing in the area to Walmart and exit 11. **David** we were at the latest sewer meeting once we know what the cost of the engineering **then** we can put it on the ballot. **Roger** just the cost of the engineering? **David** yes. **Bruce** part of the design process is the engineering study and we need to have it review by the engineering to determine what the project/ design will look like.

Alden he has been working on the roundabout too.

Bruce we have a target date of 11/9 to advertise, DOT came up with additional comments and the engineers are addressing that. When we get the results then we can get that on the ballot too. **Dan** then we have a year from there? **Bruce** I am not really sure about that? **Dean** we will only have to put it on a warrant article if it is a lot higher then what we have for funds from the TIF, we have sat on it over the last few years it has gone up and up. **Dan** the DOT changes, will they add a lot of cost to the project? **Bruce** I don't think so.

David if we have sewer on the Warrant Article do we need 50% approval to pass? **Dean** it depends on how the Council puts it. If we are going to bond it we need 3/5. **David** and that is just for the engineering for the sewer? **Dean** yes. **Roger** Is the 3A sewer going to be piped before we do the round about? We can't rip **the** new road up. **Dean** The idea was to cross at tri town and then it would not be on 3A but I am not sure **what** is going on with the development there now. **Roger** the new roundabout in Warner looks great! They have a town sign on a beautiful wall in the middle of it. Is that something we are going to be able to do? **Dean** the original plans are on line if you want to see what ours looks like. The design keeps increasing the cost and the engineering study keeps going up along with the project cost. At some point the state is going to be concerned of the cost. **David** are they guaranteeing 80% of the costs? **Dean** I think it is 73% - 30% split.

David a few of us met with Dr Shankle about the development on exit 11 and the expense to tie into water was high. Paul went to talk to a few other water companies, Manchester Water used an example of a local commercial property and the fee scale to hook up. His seemed reasonable. Paul is going to talk with others and see what they would charge for the same location and we can compare cost. Maybe we need to go and talk other towns and see if they have the same thing happening. **Alden** this has been our discussion with new businesses. Jeff came to the town and got the project approved and then sees these fees in the 11th hour, it is not a good way to do business. **Roger** that is what I was talking about when I asked about a list of properties with all services available and the fees to develop it. It has been an issue for a long time. **Alden** in Jeff's case they had plans and they were very nice and now Jeff is looking for alternatives that may not be so nice. **David** the building and design alternatives to not using water are going to cost him. We supported the new tower so it could be piped to that property. **Roger** \$250,000 to tie in for the hotel and that is not including any piping? **Dean** that is what I heard. One thing we found with the new bank and Hooksett Development Regs. and requiring sprinklers is that the water company requires a 2nd hook up and the hook up is what is expensive. The sprinkler system the credit union is willing to install so it won't hold up the project but it is the cost of the hook up to water that they were concerned about, not the system. The fees the water companies charge is a problem and has been an issue since I came here and I will tell you that they are government organizations with **public** meetings and there are political ways to deal with it. **Roger**. I don't think Hooksett has the political will to get things done they (the water companies) need to be more transparent to our town. **Dan**, What can we do? **David** they are family run water companies. They need to become departments. Start petitions to get it changed and make it a Warrant Article. If we want progress we can't be held by these businesses. **Matt** what would it cost the town to take over and make a water department. **Roger** we have no idea what these water boards are doing. We have no idea what their plans are.

Nicholas Williams: Update:

Hooksett Economic Development Advisory Committee

I had a call from a developer inquiring about acquiring Legend's Golf. They are looking to develop the area with office and retail/restaurant space. There will be some zoning issues. They are talking of acquiring the Shaw's Plaza too.

Meeting adjourned @ 6:33 Motion to adjourn by Matt Barrett, 2nd by Dan Lagueux

Next meeting November 21st @ 5pm

Minutes respectfully submitted by:

Kathy Lawrence