

HOOKSETT ECONOMIC DEVELOPMENT COMMITTEE
MEETING MINUTES
WEDNESDAY January 17, 2018
5:00 P.M.

- **Call to Order 5:00**
- **Pledge of Allegiance**
- **Attendance: Chair-David Scarpetti, Paul Scarpetti-Planning Board Representative, Mark Chagnon, Dan Lagueux, Alden Beauchemin, Matt Barrett, Marc Miville-Town Council Representative, Ivan Gult**
- **New appointments: Mark Chagnon has been officially sworn in and introduced as a Residential Member.**
- **Staff: Dean Shankle-Town Administrator, Kathy Lawrence-Community Development Administrative Assistant**
- **Invited Guest: Stephen Marro County Administrator**
- **In Attendance-Jeff Larrabee**
- **Approval of Minutes : December 20, 2017**
- **Motion to Approve minutes of December 20, 2017 made by: Paul Scarpetti , 2nd by Ivan Gult**
- **Motion carried: All**
- **New Business**
- **Update of EDAC with Sewer Commission on 01/08/18:**

Discussion: David started with a brief update of all developments. **Jeff Larrabee** added that he had attended the Sewer Commission meeting and he is asking them for a letter of commitment detailing some of the terms for his investors. **David** asked if he was going to provide something for them in writing so both parties could agree and be contingent on each other.

Marc Miville asked that they get together and make some kind of agreement. **David** added that they (the Sewer Commission) has another meeting next week and may vote on moving forward with the sewer line under the river and the pump station on 3A. It is important for all parties to work out an agreement, (a *Non -Binding Memorandum*).

Paul asked if Jeff would draft an agreement before the next meeting, and that may move it along. Monday @ noon is the next meeting of the Sewer Dept. Jeff stated that he would draft a letter for that meeting.

- **Introduced Stephen Marro – Merrimack County Administrator**

Thank you for having me here tonight. I look forward to talking to this committee about the TIF and Economic Development. I have 2 other team members I was hoping to be here tonight for you to have a chance to talk to and to see how we can help Hooksett. We have a professional grant writer and if the town wants to look into it, I think we have a grant for this situation. The Federal Government still has monies available for Economic Development.

David Scarpetti how does that grant work?

Stephen Marro we could help you write it. If you want, the grant writer would sit down with you and see where the need is. His name is **Jack McEnany**

Paul Scarpetti this could help with the funding we were going to have to go to the voters for. This could fund the connection to the south, at exit 10.

Marc Miville How much money is available and how long would it take to get? Would \$650,000.00 be too much to request, that is the amount we need to get the engineering study completed?

Stephen Marro these grants do take time, and they grant millions for municipal infrastructure development projects. They do take time and the town has to leverage something.

David Scarpetti how much time?

Steve Marro it could take up to 8 months anyway. The 2nd person I was hoping would come this evening with me is a Community Economic Development Specialist from UNH-COOP, **Jared Reynolds**. We brought him on board to go and meet with the committees to offer advice on what they have for plans and help them.

David asked for Stephen to have them reach out to Dr. Shankle, Town Administrator.

Stephen Marro There is not a lot of economic development going on in NH right now. The TIF is something I am interested in for the end product will create growth. That growth creates jobs and tax revenue. Your development is good for your town and good for the County. We are trying to be more helpful to the communities of the County.

David Scarpetti You met with the Town Council and everyone talked how good your presentation was. Was there anything in the presentation that you gave the TC that you can share with us? David shared the development with the Sewer Commission and the prospect of them paying for the sewer line under the river and putting in a pump station at the Tri Town location on 3A.

Stephen Marro did you vote the TIF in?

Marc Miville yes, the voters did and it would go from Exit 10 to Exit 11. Mark explained to him the SNHPC study that showed that our TIF was not viable and how now we are focusing on exit 11, then once development starts and we see revenue maybe private interest will contribute to more expansion then we can continue to the south toward exit 10. Get the development to start and then see what will happen from there.

Dean Shankle The SNHPC study indicated that the only way this is going to work is if you get commitments from private resources. The private investment at exit 10 did not seem financially feasible. Also, I have done an EDA grant before and they can be difficult for the staff, with follow up paperwork and reports long after the project. But it is an idea, an EDA grant may work, I would like to have someone send us something so we could see what would be our responsibility, and I would like to add that timing could be a problem, they don't let you do anything prior to the grant.

Stephen Marro Jared would help you look in to it. If the town were to commit \$2M then you could get up to 10M. We are looking for all the cities and towns that are looking for developments like this. When you add economic development, it benefits the county!

David Scarpetti is there grant money like this for recreation?

Stephen Marro Jack would be better to answer that. We have found that Private Foundations are also funding some projects. It is an easier process for communities and less reporting after. I think you can blend the sewer money with this project and leverage that \$2M for it. That is 10% of the project and it could help.

Dan Lagueux if the Sewer Commission invests \$2M and private development drops \$1M, then who is coming up with the rest?

Stephen Marro the grant you may get, then you can negotiate the payoff. We want to work with you not against you, we like the idea of the TIF and the growth it will bring.

David Scarpetti Would Jake have to talk to TC first or Dr. Shankle.

Stephen Marro I think he would want to talk with this group first.

David Scarpetti any more questions from the committee for Stephen? Being none then let's move on to Old Business.

Old Business:

Ivan Gult The cases in the hall are empty and we wanted local businesses to advertise in them? **Mark M** agreed that we had had some advertising and now there is nothing. **Mark C** said that he would get in touch with some businesses and present this to the Chamber, maybe they could arrange to have businesses that are interested to come in and use the cases for advertising and information. Maybe the Chamber could have a sign that this is the business of the month. This would be a great opportunity for everyone.

Also, **Ivan** asked about the Ambassador Program and how they would reach out to businesses and then report the follow up. **David** had an idea to invite a business, land owners, real estate agents or developers that would come in and talk to us. Give us... the good, the bad, the ugly. **Dan** added that he had that happen, a representative from the Ambassador Program came to them when he opened the Tap House and it was a great welcome, He wished there had been interaction even earlier in the planning phase. **Mark M** would like to have us renew the Ambassador Program. **Mark C** asked if there is anything on line about the different programs or can it be mailed to me? *Kathy will look for information and email it to the group before the next meeting.* **Mark M** said it was on the website and he could find it there. **David** asked how many businesses per year did they try to meet with? **Mark M** would like to bring it back and follow up on the other programs the committee has started. **Mark C** would like to be involved with meeting the business. **David** asked how often the Chamber meets. **Mark C** the 2nd Thursday of the month, but it may fluctuate as we are growing. I will keep you posted because we need to have a partnership with the town. **David** asked if it be possible to have someone from this board meet with new prospective businesses that come to the town for permits and/or planning. **Mark C** and **Matt B** talked about getting packets for new businesses and having ribbon cutting ceremonies that someone from the town would attend. **Dean** said he used to go and has not heard of many for a while and would like to attend. He also wanted to take the opportunity to thank **Mark Chagnon** and the Chamber for moving the Chamber meetings to Thursdays so that the town can attend. Next Chamber meeting is at DC Tavern and **Mark C** will let everyone know the date and time. **Paul** added that a list of non- profits would be great to add to the packets for the new businesses.

Update on a new planner- We have a new Planner starting on February 12th.

Planning is slow right now and the next meeting has been cancelled due to no applicants.

Alden provided the conceptual site plan for the intersection at Pine Street/West River Road and would like to see it improved. There are a few sites around town that need to be cleaned up and this is one. It could be a great spot to develop. It has water, gas and sewer. There are views and lots of ideas for development. The committee had a photo of the building when it was a Tavern and that would be a great development idea for it. Bring it back to what it was originally.

Dean updated the committee of the change in hours for the Town Office. They will be changing hours for one evening, Wednesday to stay open later for business to be done after hours.

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Ivan what can we do to be ready for the next meeting? **Mark C** is going to get in touch with **Ivan** to have him help with the packets. *Kathy will email them both with the other's contact information.*

David asked Dean what he thought of the possibility to get a grant for sewer on 3A. **Dean** I have to look at it and see what it will do for us or if we can get the help with looking into it. I will bring something to next month's meeting.

- **Motion to adjourn made by: Paul Scarpetti , 2nd by Ivan Gult @ 6:15**
- **Next Meeting February 21st @ 5pm**

Minutes respectfully submitted by Kathy Lawrence