

**HOOKSETT ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
MEETING MINUTES**

Wednesday June 19 2019

5:00 P.M.

Room 105 Town Office

Pledge of Allegiance: 5:02

Attendance: David Scarpetti-Chair, Alden Beauchemin, Paul Scarpetti, Roger Duhaime, Mark Chagnon, James Sullivan, Ivan Gult, Alternate – Brett Scott

Excused: Matt Barrett, Dan Lagueux,

Staff: - Nicholas Williams – Town Planner, Andre Garron Town Administrator, Kathy Lawrence – Staff Support

Approval of Minutes: Motion to approve minutes of 05/15/19 made by: Jim Sullivan, 2nd by: Alden Beauchemin

Changes: None

Discussion about reviving Hooksett Farmer's Market:

Nicholas we are working to bring back the Hooksett Farmer's Market and at this time are focus is trying to find a location. In the past the best location was the plaza with the Tap House restaurant but the owner/management has not gotten back to us, We reached out the management of the Kmart plaza and they are very interested. They want to know what vendors will be part of it, hours of operation and what would be sold by the vendors and that it doesn't conflict with Kmart's inventory. We may want to form a subcommittee to organize it.

David when would you plan on starting?

Nicholas next year and it would run from May to October. We are also looking for a good day of the week to have it on. We have checked with other local communities and what day they hold theirs on. We will want to have it on a different day from those.

Jim I have suggested the Village area before and maybe even using the Pedestrian Bridge.

Nicholas the parking is the concern in that location.

Alden In the past when we held the Farmer's Market in the village area we closed off Riverside Street and people could park at the legion too.

Planning Board/ EDAC Workshop 5/20 @ 6pm.

- **Re-zoning of Londonderry Turnpike**

David We had a discussion with Planning about the re-zoning and they agree with some lots being rezoned to COM but are the lots on Wayne's Way going to be included?

Nicholas No, we decided that they would not, due to the buffer required between COM & RES. It is just not possible.

David we have met with Town Council and Planning Board to have discussions about rezoning, reviewing the Performance Zones, Impact Fees and Design Regulations.

Nicholas the board would like to hold off on any changes to the PZ. They don't think that the Impact Fees should be reviewed at this time either, because there may be cost past on the developer with a review and change to the design regulations. Over all the improvements to building design may increase tax base too.

- **Review of Impact Fee Ordinance**

David Andre, coming from some communities that have had some major new development, what do you think of our Impact Fees?

Andre I think the formula should be looked at. The costs of infrastructure have increased, traffic and population have changed and development has changed. Yes, it should be reviewed. They are a cost of doing business and they have a specific purpose of going toward improvements in the areas they impact. The developers should pay their share because of the impact of the development.

David What about the towns that don't have impact fees?

Andre some smaller communities may not have fees at the scale that Hooksett, Goffstown and Londonderry they all have them and they don't stop development from happening.

Nicholas if you take a look at the communities that don't, they tend to have higher permitting fees.

Mark does the Planning Board have the ability to change the regulations to require a better building? With so many things to review, I would not worry about what we have and look into fixing what we need most.

Nicholas we are looking at the guidelines now and where we will have the most future COM development.

Mark I would like to see sidewalks on Hooksett Road. Would that be part of the external look at development?

Nicholas that would involve DOT, because that is a state maintained road. We can have them in meetings for development in that area and bring that to the conversation.

Andre we would have to talk with the state and it could happen with planning and future planning, and that why it is good to look at your Impact Fees and plan for how you want them used.

Jim it was an improvement in the Village Charrette that residents said they wanted. There have been some improvements around town that have included sidewalks.

Nicholas we received a notice from DOT for roadway improvements on 3A and we may have a conversation about sidewalks there before they do the project. Our Impact Fees have not been reviewed for 11 yrs. The Planning Board administers the Fees and they are the board that would administer the review. I think they do need to be updated and the good thing is that we are using what we have. Last year we only refunded 1 invoice under recreation facility. We use everything that we collect for fire, police, schools and roadways.

I have collected some comparisons around the state. I will continue to move forward with what we need and to be more competitive with local communities similar to us.

Jim who determines the rate we charge for developers?

Nicholas It was provided by a consultant and we have a matrix that we use for rate calculations. Once they are calculated and if the applicant chooses they can go to the Planning Board for waivers of the fees.

David if we have guidelines of building standards and a developer comes to us and says it is going to cost him is extra \$100,000.00 to build how can you discount that?

Paul I agreed to be on the subcommittee for design standards and we think someone from this advisory committee may want to be on the subcommittee and maybe we can get someone from the Heritage Commission too. Part of the problems is that we can have standards that are *encouraged*. Even Bedford uses the word encourage. Our town attorney feels that the wording is not strong enough. We can start working on this but we will have to have our attorney review it and make sure we are on the right path so it will hold water and he will continue to review it. We are working on it, our last meeting was just design standards.

Nicholas yes that is correct and ultimately we will have him review it before we take it to Planning and the Town Council to have the change put on a Warrant Article.

- **ERZ Sign Locations & Funding**

David There are a few of us that own land on 3A in the ERZ so we can have signs placed on our properties if that will get the ball rolling with signage. There are others that I want to reach out to and see about signs on their property in other ERZ.

The board discussed other location of landowners that may allow signs.

David Where do we stand on ordering and paying for the signs?

Kathy will look for the motion that the committee made for agreement of signs

Nicholas we had a quote for 10 sign for \$17,020. The problem is that this committee doesn't have a budget that we can pay for them with. We need to find a line item that we can take the money out of.

David can we make a new ERZ that would include the Fairfield inn location?

Mark did the Fairfield Inn request an abatement for taxes?

Nicholas they reached out to us but they have not returned proposed plans that I had asked for.

Mark we may want to do our diligence before we talk about abatements because I have information that the ownership of the 3 parcels in may be the same owner.

Jim creating a new ERZ for that area to include those parcels is a good thing to do. Who has the authority to make that happen?

Nicholas we can do that by reaching out to Bridgett

Motion to create a new ERZ from the Manchester line of Rt. 3 to Mammoth Road made by Alden Beauchemin, 2nd by Roger Duhaime.

Update 3A sewer project:

David the amount for the contract to start the sewer project was very low. Why?

Nicholas the contract awarded to Underwood is just for the pre engineering services only that is why the amount is less.

Mark are these funds already approved by the tax payers?

David yes.

Alden when will the pre engineering be completed? When they complete it will we have a good idea of the amount to complete it?

Nicholas Bruce Thomas would be a great one to reach out to.

Jim the \$31,000. will include how to phase in the project.

David we have had discussions with representatives from the county about grants that may be available for funding.

Andre Bruce has applied for a grant that will allow us to qualify for more. There are grants out there to help with this project.

David HVW wants to run water lines in the exit 11 area can that be part of the overall TIF too?

Andre I know HVW has projects they want to complete on 3A but I don't know what they have for time lines. Those projects make sense to do at the same time but what goes first and how they can be phased, I don't know at this time.

- **Ambassador Group: Discussion with the new Town Administrator also**

David we wanted to get impute from Andre on moving forward with the Ambassador Program

Andre anytime you can get out and talk with the businesses in town is always a good Idea. The questions that you ask are important but it is best to focus on the positive and what will help growth.

David in the past we have had a hard time getting in the doors to talk with the owners

Nicholas I have copies of some of the old interviews if we want to review them

Andre you want to keep in brief. I think keeping the questions to only about 10 questions is best and good cross section of businesses. You should have a good mix of both big and small businesses.

Mark we don't have to go in as if we are here to interview them. We can present it like a welcome to Hooksett and have a more informative session with suggestions to help them market their business and get feedback.

Jim this is a great time to try and reach out with our new administrator, as a way to get out and meet with our business owners.

David let's start working on the questions at the next meeting

Andre attending meetings of the Hooksett Chamber of Commerce is a great time to interact and ask some of those questions.

Jim that would be a good meeting for Andre to go to and meet business members

David maybe we could get Andre to speak at one of our Kiwanis meetings?

Nichols if the goal is how to facilitate the process, I'm working to wrap up our construction process with a post construction meeting. We could get a chance to ask some of those questions at that time while we have the people in the room that just completed our process.

Paul even a phone call to ask them a few questions and get a few minutes to ask them how the process went.

Mark Chagnon said he would like to out together packets of information for Kiwanis, Chamber of Commerce, HYAA and how to get involved with these organizations in town.

Nicholas Williams: New Development Update:

- **The NH Dome is working on DES approval for construction of their Individual Sewage Disposal System**
- **O'Reilly Auto Part is hoping to be completed and get a Certificate of Occupancy around mid-July**
- **Starbucks is looking to move across from Merchants**
- **We have a meeting with Jeff Larrabee about a mixed use component @ exit 11. Our regulations don't allow it but it is worth meeting with them and seeing what they are proposing.**

Alden I think the mixed use is very popular right now and may be a great way to go

EDAC member term expirations:

David at the last Town Council meeting there was a discussion about committee members that have terms are expiring the end of June. We need to look into term limits for this board and if your term is expiring you may need to renew paperwork with Nick G.

Kathy will contact Nick G for a list of term renewals for EDAC

Nicholas we have 3 representatives that are appointed by Town Council for representation to SNHP from Hooksett. We have 1 opening that would go through 2022. Meeting are the 3rd Thursday of the month from 11-1:30. If anyone is interested, let me know. Mark Chagnon informed that he was interested. Nicholas will get him information for the position.

Mater Plan Community Planning Session is scheduled for Saturday, July 13 @ 10-2:30 at Cawly Middle School

Motion to adjourn made by Mark Chagnon, 2nd by Ivan Gult @: 6:23

Next Scheduled Meeting: July @ 5pm

How to sign up for E-Alerts:

Go to Hooksett.org > from the home page on the right hand side, in yellow, click on E-Alerts > then you have a list of options to choose from that you may want alerts for. They send to your email when we post agendas, minutes, announcements and meeting updates or cancellations.

Let me know if you have any questions