

FINAL



MINUTES
ECONOMIC DEVELOPMENT COMMISSION
WEDNESDAY, JULY 28, 2021 – 4:00PM
City Hall – Council Chambers
51 North Park Street, Lebanon

1. CALL TO ORDER:

- The July 28, 2021 Economic Development Commission meeting was called to order at 4:01 PM
- Present on the Commission: William Dunn (Chair), Dan Nash, Kevin Purcell, Chip Brown, Andy Key, Johanna Cicotte, Councilor Karen Liot Hill (Vice Chair), Tracy Hutchins-UVBA, City Manager Shaun Mulholland.
- Staff Present: Planning and Development Director David Brooks.

2. APPROVAL OF MINUTES:

- A. Chair Dunn suggested that Johanna Cicotte be listed in the minutes as having attended remotely.

**Motion by Dan Nash to approve the minutes of June 23, 2021 as amended.
Second by Chip Brown. Minutes approved unanimously.**

3. NEW BUSINESS:

- A. Discussion: Mascoma River Whitewater Park – Chip Brown provided a brief update and corrections to a recent news report regarding the potential for a whitewater park.
- B. Discussion: Potential Façade Grant Program – Tracy Hutchins described a potential façade grant program to assist and incentivize property owners and businesses with improving their storefronts. It was noted that funding for the program could come from a variety of sources, including grants, TIF districts, or raised funds, but would be distributed on a reimbursement basis. David Brooks will share draft language about the program with commission members.
- C. Discussion: Redevelopment of Lower Parking Lots; Potential Creation of Downtown Subcommittee – Chair Dunn summarized prior discussions about how to move the process forward. David Brooks recounted the process for the 20 Spencer Street project. City Manager Mulholland suggested that the Downtown TIF Advisory Board be involved early in the process as redevelopment of the lower parking lots will likely involve a public/private partnership and much more public engagement.
- D. 20 Spencer Street Redevelopment Update – City Manager Mulholland provided an update on the cleanup process for 20 Spencer Street and an anticipated request for a supplemental appropriation to complete the cleanup in Fall 2021 rather than delaying until FY22. David Brooks noted that The Braverman Company is ready to submit a development application as soon as the cleanup effort is complete. Spencer Street roadwork is already under construction.

- E. Discussion: Tunnel Opening Update – Chair Dunn commented on the grand opening of the tunnel and the results of the artists' proposals for the tunnel. Other members commented on the grand opening event. There was discussion about efforts to direct people up to the pedestrian mall level to patronize the local businesses.
- F. Discussion: Kiosks – Chair Dunn noted there is a prototype of a covered bike rack and one of the Soofa signs that could be used to highlight local businesses, organizations, or destinations. There was discussion about encouraging the local businesses to engage users of the tunnel more actively.

4. FUTURE AGENDA ITEMS:

5. NEXT MEETING DATE: August 25, 2021

6. OTHER BUSINESS:

Kevin Purcell provided an update about the West Lebanon Greenway project, which has become a priority for the West Lebanon Revitalization Advisory Committee. David Brooks provided a summary of VHB's ongoing planning efforts relative to streetscape improvements on Main Street and a River Trail feasibility study. City Manager Mulholland noted that meetings are scheduled with NHDOT to discuss the Westboro Lease Area request as well as the potential extension of the Mascoma River Greenway to Riverside Park. Chet Clem provided a brief summary of the West Lebanon Greenway project and the coalition of partners being created to advance the idea.

A. FYI – T-Mobile Inquiry – Josh Ward introduced himself and noted that T-Mobile is in the process of opening a new company-owned retail store in West Lebanon and look forward to playing an active role in the community.

Tracy Hutchins noted she has recently communicated with the manager of the new Target store. She also mentioned that the Upper Valley Local app has been launched and she is seeking comments and input.

City Manager Mulholland noted that the City is working with Vital Communities to highlight the issue of childcare as a significant issue for employee recruitment and retention.

Dan Nash suggested the commission focus on primary economic issues. He suggested that the City make it easier for residential units to be created in both downtown areas and expressed concern about the extent of regulations.

7. ADJOURNMENT.

- **Motion by Dan Nash to adjourn, Second by Kevin Purcell. Motion approved unanimously. Meeting adjourned at 5:00 PM.**

Minutes Recorded by David Brooks