

FINAL



MINUTES
ECONOMIC DEVELOPMENT COMMISSION
WEDNESDAY, AUGUST 25, 2021 – 4:00PM
City Hall – Council Chambers
51 North Park Street, Lebanon

1. CALL TO ORDER:

- The August 25, 2021 Economic Development Commission meeting was called to order at 4:18 PM
- Present on the Commission: William Dunn (Chair), Dan Nash, Andy Key, David Newlove, Councilor Karen Liot Hill (Vice Chair), City Manager Shaun Mulholland.
- Staff Present: Planning and Development Director David Brooks.

2. APPROVAL OF MINUTES:

- A. July 27, 2021

Motion by Dan Nash to approve the minutes of July 27, 2021 as presented. Second by Andy Key. Minutes approved unanimously; David Newlove abstained.

3. NEW BUSINESS:

- A. Discussion: Potential Façade Grant Program – David Brooks noted that Tracy Hutchins had briefly discussed the grant program concept in July. It was noted that seed funds could come from a variety of sources including TIF revenues and grant funds, but not likely from property tax revenues.
- B. Discussion: Downtown Parking Deck Conversation – Dan Nash described a conceptual design for a parking deck over the existing parking area between the buildings on the southerly side of the pedestrian mall and Hanover Street. He feels the existing grades lend themselves to constructing a parking deck in that area. Several Commission members expressed interest in discussing the idea further including with the Downtown TIF Advisory Board at a future joint meeting.
- C. Discussion: Site Plan Review Requirements – Dan Nash expressed concern that the jurisdiction of the Site Plan Review Regulations was being dramatically expanded as part of amendments associated with creating a Minor Site Plan Review process. David Brooks described the existing jurisdictional thresholds for Site Plan Review and the goals of Minor Site Plan process. He clarified that there is no intention to expand the regulations to include site changes that do not currently trigger review and noted that the opportunity to suggest changes and improvements to the proposed language is still open through the public hearing on September 13th.

4. FUTURE AGENDA ITEMS:

- A. Inventory Opportunities/Determine What's Missing
- B. Business Retention and Home-Grown Success

C. Apply Success of Lebanon Downtown District Elsewhere

D. Think Regionally

There was no discussion of the Future Agenda items.

5. NEXT MEETING DATE: September 22, 2021

6. OTHER BUSINESS:

Tim Sidore informed the Commission that Execusuite, LLC had recently entered into a purchase and sale agreement for the former Village Market property at 2 Mascoma Street. Their plan is to retain the existing tenants and pursue a small grocery market for the downtown area. He was aware that members of the Commission previously communicated with the Lebanon Co-Op about locating at the site and believes that the additional residential units approved in the downtown area should strengthen the viability of the property for a potential grocery store.

7. ADJOURNMENT.

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

Minutes Recorded by David Brooks