



LEBANON ECONOMIC DEVELOPMENT COMMISSION
JULY 27, 2022 - 4:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

-
- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. May 25, 2022
 - 3. New Business**
 - A. UVBA Updates - Review of Business Roundtable
 - B. Review and Discussion of Draft Lebanon Strategic Plan
 - C. Arts & Culture Update
 - LOH Public Art
 - Our Town Grant
 - Others
 - 4. Next Meeting Date**
 - A. August 24, 2022
 - 5. Other Business**
 - 6. Adjournment**

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

**Agenda
July 27, 2022
Economic Development Council**

**Agenda Item #2A
Approval of Minutes**

May 25, 2022

DRAFT

**ECONOMIC DEVELOPMENT COMMISSION &
DOWNTOWN TIF ADVISORY BOARD
JOINT MEETING
WEDNESDAY, MAY 25, 2022 – 4:00PM
City Hall – Council Chambers
51 North Park Street, Lebanon**

MINUTES

EDC MEMBERS PRESENT: William Dunn (Chair) (remote), Andrew Key, Councilor Karen Liot Hill (Vice Chair), Kevin Purcell, David Newlove, Dan Nash, Chip Brown, Tracy Hutchins (Upper Valley Business Alliance)

EDC MEMBERS ABSENT: Johanna Cicotte, Councilor Doug Whittlesey

TIF MEMBERS PRESENT: Barry Schuster (Chair), Victoria Smith

TIF MEMBERS ABSENT: Peter Owens, George Sykes

STAFF PRESENT: Planning and Development Director David Brooks

1. CALL TO ORDER:

- The May 25, 2022 Economic Development Commission meeting was called to order at 4:01 PM
- There was no quorum present for the Downtown TIF Advisory Board, so it did not formally call a meeting to order.

2. APPROVAL OF MINUTES:

A. April 27, 2022

Motion by Dan Nash to approve the minutes of April 27, 2022, as presented.

Second by Kevin Purcell.

** The Vote on the MOTION was approved (7-0).*

3. NEW BUSINESS:

A. UVBA Updates

Tracy Hutchins, Upper Valley Business Alliance (UVBA), stated that the UVBA held an Upper Valley MedTech pitch event in April. Over 100 people attended online and 60 in person. The group and six judges heard six pitches. The company which won the \$10,000 prize is a company the combines telehealth with a wearable technology for stroke victims. There were two companies from Lebanon, one from Hanover, and one from Montreal that participated in the event.

Ms., Hutchins noted that the ribbon cutting event for Bright Side Brewery is going to be rescheduled, likely to June 3rd. The UVBA will be hosting the Business Industry Association of NH's policy roundtable event on June 9th at 9:30am, at City Hall. The UVBA is also going to be holding three upcoming business retention roundtable events – June 21st at 5:30 p.m. at Bright Side Brewery, July 19th at 11:30 a.m. at Salt Hill Pub, and August 10th at 7:30 a.m. at Molly's in Hanover. Invitations will be sent out next week, and invitees may choose which date works best.

Ms. Hutchins stated that the Upper Valley BIPOC Network will be holding a kickoff social event this evening at 5:30 p.m. This social is aimed at bringing all persons of color in the Upper Valley together to build community. Additional future activities will include an inventory of BIPOC-owned businesses.

Councilor Liot Hill noted that Megan Henry, of Lebanon, was named Young Professional of the Year.

Ms. Hutchins left the meeting at 4:10 p.m.

B. Discussion: Redevelopment of downtown parking lots

1 Mr. Brooks explained that the revised RFI modifies the downtown area depicted in the aerials based on comments
2 from the prior meeting. It incorporates the upper and lower lots into one area and makes it clearer that the existing
3 retaining wall does not need to be retained. There are also a couple of additional areas shown which were not
4 previously depicted, such as behind One Court Street and the River Valley Community College building. The changes
5 have led to a slight increase in the size of the area shown for the proposal, to approximately 2.9 acres.

6
7 Mr. Brooks stated that, per the previous meeting's discussion, the RFI reemphasizes the importance of the natural
8 resource protection of this area and the desire to make this a distinct amenity for the City. The RFI also references the
9 river itself as an amenity, not only the shoreland/riverfront. He asked that the Committee forward this along to the
10 City Council for review if they believe it is ready. The City Council would then likely take 1-2 meetings to discuss
11 the RFI. If it is advertised, there will likely be a 90-day period for responses.

12
13 Mr. Dunn stated that the process of creating this RFI has involved open and honest conversations that have allowed
14 for the group to create an RFI that will allow for concepts to be presented to the City that it can then either accept or
15 reject.

16
17 Mr. Nash stated that the RFI focuses on what the groups would like to see, while remaining open to various options
18 to be presented. He asked if there is an incentive for responses to the RFI.

19
20 Councilor Liot Hill suggested that the RFI indicate that developers or groups who submit ideas will then be given
21 weight in the RFP phase. Mr. Brooks stated that there are no statutory issues to this suggestion, and it is up to the City
22 how it wants to process the responses.

23
24 There was unanimous support from the straw poll to forward the RFI to the City Council, including language that
25 additional consideration will be given to respondents during the subsequent RFP phase.

26
27 Mr. Brooks noted that this item may not be reviewed by the Council until August. He will alert the Committee
28 members when it is on the Council's agenda. He noted that he will include the economic benefit of riverfront access
29 study previously reviewed by the Committee.

30
31 C. Public Comment

32 Mr. Dunn noted that the Arts & Culture Commission met last night. There is poetry stamped into the sidewalk outside
33 City Hall and three other locations Downtown to recognize the artistic vibrancy of the City. The Commission will
34 next look to the public to obtain local poetry to include in next year's sidewalk renovations. This will hopefully become
35 an annual event, and the Commission is hoping to bring it to West Lebanon as well.

36
37 **4. FUTURE AGENDA ITEMS:**

38
39 **5. NEXT MEETING DATE:** June 22, 2022

40
41 **6. OTHER BUSINESS**

42
43 **7. ADJOURNMENT.**

44 *The meeting was adjourned at 4:25 PM.*

45
46 Respectfully submitted,

47 Kristan Patenaude