

FINAL

**ECONOMIC DEVELOPMENT COMMISSION
WEDNESDAY, JULY 24, 2024 – 4:00PM
Council Chambers – City Hall – or remote via Virtual Platform
MINUTES**

EDC MEMBERS PRESENT: David Newlove (Chair), Dan Nash, Chip Brown, Andrew Key, Councilor Karen Liot Hill (Vice Chair) [4:15PM], and Dean Cashman

EDC MEMBERS ABSENT: Councilor Doug Whittlesey, Tracy Hutchins (Upper Valley Business Alliance),

STAFF PRESENT: Deputy City Manager David Brooks

1. CALL TO ORDER:

- The July 24, 2024 Economic Development Commission meeting was called to order at 4:05 PM.

2. APPROVAL OF MINUTES:

- A. April 24, 2024

Motion by Dan Nash to approve the minutes of April 24, 2024, as presented.

Second by Chip Brown.

** The Vote on the MOTION was approved (4-0-1, with Mr. Cashman abstaining).*

3. NEW BUSINESS:

- A. Update on 20 Spencer Street Redevelopment Project

Deputy City Manager Brooks explained that this project is moving ahead with their preliminary designs. A cut and fill analysis is being completed to determine if there is a way to raise the building above the floodplain elevation without reducing the flood storage available on the property. A significant portion of the property is already more than 2' above the base flood elevation. However, a portion of the eastern end of the site is below the base flood elevation. The developer and his engineer are working to manipulate how the grades would work to enable the building to be elevated above the base flood elevation by at least 2', which is the new HUD standard for regulating floodplains. This is being explored in a way that does not reduce the flood storage capability of the site because that could trigger compensatory storage requirements. There have already been some conversations with the Fire Department about its expectations for access and circulation within the site. There was also a call with the Recreation Department regarding one of the project aspects to create a community playground design that will be open to the general public. This would be paid for by some of the funds that the developer is paying to the City to purchase the property. It appears that the playground may be located in the rail trail right of way. The City has some rights under the original 2003 license agreement with NHDOT to install landscaping and recreational equipment within the right of way. That original agreement was between the City and DOT; however, it is now the Bureau of Trails that controls the Northern Rail Trail. The Bureau of Trails has indicated an intent to renegotiate the 2003 agreement. The hope is that the City will be able to approach the Bureau of Trails to build a 3,000 s.f. playground in a certain location.

- B. Update on Mascoma Street - Mechanic Street - High Street Intersection Project

Councilor Liot Hill entered the meeting.

Deputy City Manager Brooks explained that the NEPA approval has been received for this project. The right of way negotiations have begun, led by DOT. Bidding is currently scheduled for January 2025, for early 2025 construction.

- C. Update on Downtown Parking Lot Redevelopment Study

Deputy City Manager Brooks stated that there has been an initial site meeting and kick off by the consultant on this project. There have been approximately 200 comments received through the online survey. Additional traffic counts, vehicle turning movement counts, and drone flights are proposed to get a sense of parking utilization in the back of this lot. The consultants hope to spend much of August reviewing and consolidating the information and data. The

expectation is that there will be a joint meeting between the EDC and Downtown TIF Board at the September 25th meeting. At that time, the consultants will attend the meeting and make a presentation to distill some of the information. Survey work is already underway and will include topo, utilities, and natural resources as well as the boundary and legal title review.

Mr. Brown asked if there has been an ongoing analysis of parking usage for this site. Deputy City Manager Brooks stated that the City completed studies in 2014, 2017, and 2022. This study will include more frequent checks over the course of a day.

D. Master Plan, Chapter 6, Economic Development, Review and Update

The Committee discussed potential updates to Chapter 6. The Committee agreed to send any potential changes to Deputy City Manager Brooks to compile and then review at a future meeting.

4. FUTURE AGENDA ITEMS:

5. NEXT MEETING DATE:
A.

6. OTHER BUSINESS

None at this time.

7. ADJOURNMENT.

Motion by Dan Nash to adjourn the meeting at 4:57PM.

Second by Chip Brown.

**** The Vote on the MOTION was approved 6-0.***

Respectfully submitted,
Kristan Patenaude