

## APPROVED MINUTES

Exeter Economic Development Commission

January 12, 2016

**Present:** Madeleine Hamel, Dan Chartrand, Dan Gutstein, Chris Surette, John Mueller, Darren Winham- Economic Development Director and Russell Dean-Town Manager.

- 1. Call to order:** The meeting was called to order at 8:35 by Madeleine Hamel. There was one member short for a quorum at this meeting so there will be no votes. Dan Chartrand suggested surveying the committee for a better time to meet to ensure a quorum. Darren Winham will send out an email to the committee members for their input/suggestions on meeting dates and times.

Madeleine asked Russ Dean, Town Manager, if it would be possible to have alternates who could be substitutes. Russ replied his sense is probably not because the EDC functions under the Selectmen's ordinance and it does not mention that alternates are part of the commission composition. Russ mentioned there has been talk about that subject in the past. What the committee will need to do is petition the Board of Selectmen to amend the ordinance. Russ mentioned that the timing is right because after the Town vote that is when the BOS make changes to committees.

The subject of whether the quorum is 5 members or 7 was discussed. Madeline asked Russ Dean to inquire with Town Consul about whether it is 5 or 7. Russ replied he would.

Russ mentioned that February 9, 2016, which would be the EDC next meeting date, is also the NH Primary voting and he didn't know if the committee wanted to meet that day or bump it to February 16, 2016. After discussion the committee was surveyed and it was determined to change the February meeting date to February 16, 2016.

- 2. Approval of past minutes:** Tabled until the February 16, 2016 meeting for the vote.
- 3. Project updates/announcements/Q&A (Darren Winham):**
  - The project on the corner of Holland Way and Hampton Road is going exceedingly well. NH DOT has been amazing to work with as well as Public Works. It will be a sale of public property owned by the state to a private land owner who will be putting a building there, locating a local business and bringing another one in. He and Selectwoman Julie Gilman went to the Capital and met with one of the committees to push this along. It is at the last step now which is the Governors' Council for approval of the sale. Once the sale is approved, Darren estimates within six months (+/-) there will be a project out front of the Planning Board. This would mean jobs and tax revenue for the Town which the Town would never have gotten.
  - The project to have a 105,000 sq. ft. building off Continental Drive will be out front of the Planning Board on January 28, 2016. It will be out front of the Conservation

Commission this evening, January 12, 2016. It is an outside business moving into our community. The business is estimating it would establish 50 jobs with potential of up to 100 within time. It will be a manufacturing institution. Name is unknown at this time.

- The Board of Selectmen are being asked to put on the ballot two road discontinuances. One being “3 Rod Road” and the other the “Extension of Garrison Road”. These two roads have been abandoned. One for 250 years and the other 300 years. If these roads are not voted to be discontinued any builder could not get mortgage insurance if there is a public road there.
- On Tuesday evening, January 19, 2016, there is a public hearing on the warrants. One warrant is for \$35,000.00 for a parking study, cut down from \$50,000.00. Darren along with the Town Manager and others looked at the City of Dover’s study that was done which costs them \$70,000.00. They felt they could do what is needed in Exeter for \$35,000.00. Dover’s study looked at where they were, where they are now and looked at expansion options. Darren reiterated the importance of a parking study. He mentioned there is interest in the downtown properties and it is important to have this study done.

Dan Chartrand agreed with Darren on the \$35,000.00 parking study and the importance of getting it done. But the study is not only for the downtown area but the Lincoln Street area as well. The train station parking in particular. Dan urges the committee members to attend the January 19<sup>th</sup> meeting to show support for the road closure issue as well as the parking study.

Madeleine asked Darren to get an email out to remind the committee members of the upcoming meetings to show support; January 14<sup>th</sup>, January 19<sup>th</sup> – Public Hearing on Warrants, January 30<sup>th</sup> – Deliberative Session, and the Town vote on March 8, 2016. Also to include the date change of the February meeting from the 9<sup>th</sup> to the 16<sup>th</sup>. Darren replied he would.

#### **4. Old business:**

- Meeting Schedule – February 9<sup>th</sup> meeting is changed to February 16<sup>th</sup>
- Meeting Time – Sheri Riffle will send out an email soliciting the best time for the committee members.

#### **Economic Development Projects at other Board Meetings;**

- Planning Board:
  - There is a meeting on January 14, 2016 at 7:00 pm and taking up zoning amendments. There is a citizen’s petition on the warrant for C3 Zone on Epping Road to allow mixed use. Russ also reiterated the meeting on January 28, 2016 to discuss the 105,000 sq. ft. building on Continental Drive.
- Zoning Board of Adjustment:
  - No report

- Conservation Commission:
  - Meeting January 12, 2016 to discuss the 105,000 sq. ft. building off Continental Drive.
- Historic District Commission:
  - Meeting January 21, 2016 on commercial signage for 45 Water Street and two other residential applications.
- Heritage Commission:
  - No report
- Select Board:
  - No report

John Mueller asked what the status of the Master Plan for Exeter is. Russ Dean stated there are two points on the Master Plan. The Master Plan is a Planning Board document that is under their umbrella. The Town has contracted with Rockingham Planning Commission (RPC) to update two chapters of the Master Plan. The first one is land use and the second one is housing. RPC did a presentation to the Board of Selectmen. There is an article for \$50,000.00 on the warrant for funding of a consultant to do a more comprehensive update of the plan. Russ stated what the Master Plan lacks is a “Vision Chapter” which talks about areas of growth, areas of limited growth and opportunity of more of a comprehensive view forward.

**5. New Business:** No new business. Next meeting February 16, 2016.

**6. Adjournment:** Meeting was adjourned at 9:35 a.m.

Respectfully submitted by Grace Rogers