

MINUTES OF ECONOMIC DEVELOPMENT COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM
SEPTEMBER 18, 2018 4:00pm.

Committee Members present: Councilor Martin Dumont, Chairman
 Councilor Dale R. Sprague
 Councilor Richard Michaud
 Councilor Kenneth Vincent– (Alternate)

Administration/Staff present: Bob Belmore, City Manager
 Trish Harris, City Clerk
 Shanna Saunders, Director of Planning & Dev. Services
 Robin Comstock, Community Development Manager
 Gary Lemay, City Engineer
 Michael Bobinsky, Director of Public Works

Chairman Dumont called the meeting to order at 4:00 pm.

APPROVE MINUTES FROM AUGUST 7, 2018 MEETING

Motion made by Councilor Sprague, seconded by Councilor Michaud, to accept the minutes of the previous meeting of as presented, Motion passed 3-0.

NEW BUSINESS

BAKER COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE APPLICATION FOR 57-65 HIGH STREET

City Manager Belmore stated that Mr. Baker was not able to attend the meeting. The Committee reviewed the application, which is requesting 7 years tax relief, (5 years for qualifying structure and 2 years for creation of new non-subsidized, non-single family housing units) The committee discussed the proposed number of apartments (4 apartments on the 2nd floor, 4 apartments on the 3rd floor, and 3 apartments on the 4th floor), parking, and current assessed value of the property. 1st floor will remain commercial,

Councilor Sprague, seconded by Councilor Michaud, made a motion to support the application and recommend the application be reviewed and voted on by full Council, motion passed, 3-0.

BAKER EASEMENT REQUEST – LORD’S COURT

Mr. Baker is requesting an easement for tenant parking spaces behind the property on 65 High Street. These parking spaces are accessed from Lord’s Court.

There was lengthy discussion regarding the challenge of winter maintenance of the narrow road, and the ability for emergency crews to access the road.

Councilor Sprague asked about drainage with more asphalt being placed for the project. Without provisions, the drainage would go onto High Street.

No action was taken.

Councilor Vincent entered at 4:30pm; he mentioned he was under the impression the usual start time was 4:30pm. Chairman Dumont mentioned that the Mayor appointed him to fill in for Councilor McCallion who could not make the meeting.

FORM BASED CODES RFP DRAFT

After review and brief discussion of the RFP, *Councilor Sprague, seconded by Councilor Michaud, made a motion to have staff send out the RFP. Motion passed 3-0, Councilor Vincent abstained.*

PLAZA RFP UPDATE

Since there was no response for the previous RFP that was sent for the Plaza, EDM Comstock contacted various developers to discuss why there was no interest in the project. EDM Comstock made a summary of their feedback.

The committee reviewed the summary. There was discussion about meeting with some developers, sharing the vision of the Community and the City Council, and establish communication and a relationship.

No action was taken by the committee; it will be taken up at their next meeting of Oct. 23.

OLD BUSINESS

FORMER POLICE STATION PROPERTY

No new proposals.

MARKET PLAN UPDATE

The city signed a contract with Open the Door and staff is setting up a kick-off meeting for the project.

HDC

Good presentation, next step, will be on the Council agenda for a first read in October.

MISCELLANEOUS

Chabot's building may be up for sale. There were contingencies in place with the current owner, which needed to be completed within a year. There was discussion as to whether all of the requirements have been fulfilled and if not, then the agreements have to be made aware to the new buyer.

ADJOURNMENT

Motion made by Councilor Michaud seconded by Councilor Vincent to adjourn the meeting. Motion carried with a vote of 4-0. The meeting adjourned at 5:07p.m.

Respectfully submitted,

Trish Harris, City Clerk