

MINUTES OF ECONOMIC DEVELOPMENT COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM
NOVEMBER 13, 2018 3:00pm.

Committee Members present: Councilor Martin Dumont, Chairman
 Councilor Richard Michaud
 Councilor Edward Levasseur, Temporary Alternate
 For this meeting appointed by the Mayor

Administration/Staff present: Bob Belmore, City Manager
 Kelly Gagne, Deputy City Clerk
 Shanna Saunders, Director of Planning & Community
 Development

Chairman Dumont called the meeting to order at 3:15 pm.

APPROVE MINUTES FROM OCTOBER 23, 2018 MEETING

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

FORM BASED CODE – RFP RESPONSES

There were four proposals that were received in response to the RFP. The proposals were from: Resilience Planning and Design from Plymouth, NH in the amount of \$29,700, Municipal Resources Inc., from Meredith, NH in the amount of \$27,000, Town Planning and Urban Design from Franklin, TN in the amount of \$156,000, and Ironwood Design Group from Newmarket, NH in the amount of \$37,890. There was lengthy discussion regarding the four proposals and the pros and cons of each. City staff is looking for Committee's feedback to move forward.

Councilor Levasseur stated that Resilience Planning and Design proposal has more pictures which drew his attention. MRI's proposal included a resume, which showed someone that worked with the NH Charette for the Plaza which was also a positive thing. He is comfortable having staff to interview both.

Councilor Dumont is comfortable with staff talking to both Resilience Planning and Design and Municipal Resources and then bringing them back to us.

Councilor Michaud, likes both proposals, could go with either one of them. The Committee consensus was to allow for City staff to make phone calls and do interviews.

MISCELLANEOUS

Manager Belmore stated that he sent out an email regarding something Councilor Michaud has seen regarding work being done by Chinburg at the former bleachery site. That is being dealt with by City Staff. Director Saunders noted that Chinburg properties are coming to the SRTC with a conceptual review for the former Hilltop School tomorrow and then the planning board the following week.

Manager Belmore stated that Open the Door has been interviewing for the communications project a survey will also be available for residents. Councilor Michaud asked about the status for the new RFP for the plaza, Director Saunders answered Robin Comstock is working on it currently with her and will be meeting with the City Manager soon to discuss it, but that there is no update at this time.

ADJOURNMENT

Motion made by Councilor Levasseur, seconded by Councilor Michaud to adjourn the meeting. Motion carried with a vote of 3-0. The meeting adjourned at 3:57 p.m.

Respectfully submitted,

Kelly Gagne, Deputy City Clerk