



Town of Hopkinton

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ECONOMIC DEVELOPMENT COMMITTEE PUBLIC MEETING MINUTES **DRAFT**

Wednesday, March 6, 2024 – 6:00 P.M.
Hopkinton Town Hall

Members Present: Ian Hart, *Chair*, Louise Carr, Andrea Folsom, Alexander Pooler, Steven Whitley

Members Absent: James Fredyma, Amanda Gilman

Staff Present: Anna Wells, *Economic Development Director*

I. CALL TO ORDER: Mr. Hart Called the meeting to order at 6:00pm in Hopkinton Town Hall.

II. APPOINTMENTS: John Herrick, *Excalibur Wood Products*

The Committee welcomed Mr. John Herrick to the meeting. The group engaged in a robust discussion about Mr. Herrick's businesses over time in Contoocook on Burnham Intervale and elsewhere. The group discussed the history and future plans of his business, workforce challenges and solutions, and other opportunities, risks, and concerns regarding his business in Hopkinton. Mr. Herrick expressed thanks for being contacted to attend and share his story and information. The Committee thanked him for his time and invited him to return any time.

III. APPROVAL OF MINUTES: The committee will review the minutes from the [February 15, 2024](#) meeting at a future date.

IV. DISCUSSION/ACTION ITEMS

A. Water/Wastewater Expansion

1. Status update: Mr. Whitley reported that the Select Board approved expenditure from the TIF Fund for Phase 1 of the Wastewater Expansion Study. This first phase is scheduled to be completed in mid-November. This will include data review and analysis, site visits to assess future alignment, and buildable land capacity and buildout analysis. This phase will culminate in proposed alternatives and preliminary construction cost estimates, which will inform preliminary design in a future phase.

Additionally, Mr. Whitley reminded the group that expenditure from the TIF Fund for groundwater exploration for a new water source to serve the TIF(s) was approved in January. Ms. Wells plans to have a kickoff meeting for this project in the coming weeks.

2. Planning community outreach: The group discussed ideas for sharing progress with the community. The Committee plans to draft a press release that will be ready to release when the engineers provide their reports..

B. Highway Signage

Ms. Wells followed up regarding highway signs for businesses and attractions after being asked by a local business if there was any way the EDC could help with establishing a sign to direct motorists to Contoocook. The business-owner expressed hesitation at entering the program due to the initial and ongoing costs (in the first year, the cost would be \$2,100-\$2,150 per sign, with ongoing costs of \$1,750 per year per sign). Ms. Wells reported on discussions she had with Interstate Logos, the company that manages the sign program and the Outdoor Advertising Control Supervisor at NH DOT. One of the main hurdles to having a sign is that in order to establish a new sign, three entities are required to sign up for the program. She described the various requirements for different businesses, attractions, and other entities to be able to be featured on a highway sign. The Committee discussed their possible role in coordinating with entities to enter the program and understand its costs and requirements.. Mr. Pooler inquired as to the requirements for the brown signs, such as the one for Elm Brook Park. Ms. Wells will inquire with the state. Mr. Hart asked Ms. Wells to prepare a memo with the details of the program for the Committee. She will provide that for the next meeting.

C. Congressionally Directed Spending requests (Kuster and Shaheen)

Ms. Wells reported that Beverly Mesa-Zendt, the Town's new Grants Coordinator has submitted requests to Representative Kuster and Senator Shaheen for a few projects on behalf of the Town.

D. Mission, Vision, Values Discussion (cont.)

The Committee will revisit this discussion at a future meeting.

V. UPDATES

A. April 3rd, Community Showcase at the Slusser Center

The UNH Extension Downtowns and Trails Program staff will join the EDC to showcase their work and the report resulting from the program last spring and summer. Ms. Wells will showcase the work of the Walk Audits and the report from that AARP-supported program last summer and fall.. Ms. Wells will take care of publicity and other arrangements for the event.

B. Reports from other boards/committees - none at this time.

VI. OTHER

Upcoming EDC meetings:

April 3	Public Presentation of UNH Downtowns & Trails Project and AARP Walk Audits	Slusser Center
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<i>May 1</i>	Rich Houston, Pine Lane Farm	Town Hall
<i>June 5</i>	Guest Speaker TBD	Town Hall

VII. ADJOURNMENT: Andrea Folsom moved to adjourn the meeting, seconded by Steven Whitley, There was no discussion. **MOTION PASSED 5-0.**

There being no other business to come before the committee, the meeting was adjourned at 7:25 pm.

Respectfully submitted,

Anna Wells
Economic Development Director

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