



Town of Hopkinton

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ECONOMIC DEVELOPMENT COMMITTEE

Public Meeting Minutes

Wednesday, April 5, 2023 – 5:30 P.M.

Hopkinton Town Hall

Members Present: Louise Carr, Jim Fredyma, Ian Hart, Alexander Pooler, Greg Sagris, Steven Whitley

Members Absent: Sam Delgado, Andrea Folsom

Public Present: Byron Carr

Staff Present: Anna Wells, *Economic Development Director*

I. CALL TO ORDER

Steven Whitley called the meeting to order at 5:30.

II. APPROVAL OF MINUTES from [February 22, 2023](#)

Jim Fredyma made a motion to approve the *Economic Development Committee minutes of February 1, 2023*. Ian Hart seconded. There was no discussion. **Motion passed 4-0** with one abstention (Steven Whitley).

III. DISCUSSION/ACTION ITEMS

1. [Comprehensive Economic Development Strategy](#) (CEDS) Project Priority List

Ms. Wells shared a draft of suggested priority project ideas to put forth for consideration to Central NH Regional Planning for inclusion in the 2024 CEDS. Committee members reviewed them and discussed next steps. Ms. Wells explained that a meeting will take place on May 1 with the Regional Planning Commissions of Central and Southern NH to rank priorities from their municipalities. Louise Carr stated her opinion that the priorities of the Economic Development Committee should focus on activities that reduce Hopkinton's tax rate, for example: access to Burnham Intervale road so that area can get developed; water sewer extension; and forthcoming recommendations from the newly formed Housing Committee. The Committee will bring feedback on the draft suggestions to the next meeting on April 19.

2. [Development Concepts - Bedford Corp Site, Burnham Intervale/Pine Street, Exit 6/Maple Street](#)

Louise Carr led a discussion regarding possible development scenarios for various undeveloped areas in town. Ms. Carr would like the EDC to act as an intermediary or facilitator of development on these lands, connecting developers with property owners and proposing

projects. The group agreed that developing these areas would be economically beneficial and lead to economic growth. However, Mr. Whitley discussed a few concerns, including the capacity of the existing EDC to undertake this role, the need to fully understand the existing land use regulations and what would currently be permissible in those areas, and the willingness of private landowners and developers. Ms. Carr reiterated her opinion that the EDC should focus on reducing the tax rate.

Ms. Wells suggested that she and Ms. Carr could meet to delve into the details of possible developments in the areas Ms. Carr brought forward.

Mr. Fredyma noted that future input from the Housing Committee will be important.

3. Zoning update work plan

The Committee discussed how to best propose zoning amendments that would facilitate economic development to the Planning Board for their consideration and conversation. Greg and Jim, both Planning Board members, will ask the Planning Board at their meeting on April 11 what they are hoping to receive from the EDC. Additionally, the Committee also requested that Ms. Wells send them the information she prepared last fall regarding possible zoning changes.

4. Funding opportunities

Ms. Wells brought forward three potential grant funding opportunities that could be brought to bear to reduce the cost burden to the Town of various activities/improvements. The committee discussed timelines and potential projects as follows:

a. [Municipal Boat Launch Investment Program](#)

- reimbursement program
- deadline June 1, 2023
- discuss again at the next meeting

b. [CDFA Community Center Investment Program](#)

- new program for CDFA
- deadline April 21, 2023
- timeline too tight to submit this round; revisit the program again in the fall

c. [Safe Streets & Roads For All \(SS4A\)](#)

- Possibly could fund additional work on walkability and improving safety in Contoocook Village and town-wide
- committee suggested looping in the the Highway Safety Committee - Ms. Wells will reach out to the Select Board member organizing that group
- deadline July 10, 2023
- Ms. Wells urged EDC members to attend upcoming webinars:

- 1) April 18th, 12pm: [UNH T2 “Safe Streets and Roads for All – Funding Every NH Community Should Consider Applying For”](#)
- 2) April 26, 1pm: [USDOT “Safe Streets and Roads for All: Action Plans”](#)

IV. UPDATES

1. [InvestNH HOP Grant & Hopkinton Housing Committee](#)

Ms. Wells reported that the Select Board received many applications for the at-large seats on the Housing Committee. They appointed the members on March 27 and the Select Board representative is coordinating the meetings.

2. [Business Outreach / Questionnaire](#)

Ms. Wells reported that 10 entities have completed the Business Survey. This is a return rate of 11-12% based on the approximately 80 Hopkinton business entities who received a letter. Additionally, the outreach has led to 3 in-person meetings between Ms. Wells and business owners.

3. [Downtowns & Trails](#)

Mr. Whitley reported that the first meeting with UNH staff went very well and the group is excited to proceed with trainings, interviews, and data-gathering.

4. [Fountain Square](#)

Ms. Wells reported that Fountain Square is ranked #2 in Central NH Regional Planning's [2025-34 Transportation Improvement Program](#) (TIP), which makes it highly likely to move forward for inclusion in NHDOT's Ten Year Plan (TYP). Once incorporated into the 10 Year Plan the state will start setting aside money to improve the intersection. There will be many opportunities for community engagement and input throughout that process.

5. [WWTF ARPA Grant Updates](#)

Ms. Wells reported that the grant funding to construct a solar array to power the Waste Water Treatment Facility is awaiting approval from the Governor and Executive Council. The Town Administrator and Water/Sewer Superintendent are coordinating that process.

6. [Other Board/Committee Updates \(as necessary\)](#)

None at this time.

Next EDC Meeting Date(s):	April 19 @ 5:30pm	@ Town Hall
	May 3, 2023	@ Town Hall
	May 17, 2023	@ Town Hall

(EDC meets regularly at 5:30pm on the 1st and 3rd Wednesdays of each month, unless otherwise posted)

VI. ADJOURNMENT

Greg Sagris moved to adjourn the meeting, seconded by Louise Carr. There was no discussion.

Motion passed 5-0, Mr. Pooler having previously left the meeting.

There being no other business to come before the committee, the meeting was adjourned at 7:17 pm.

Respectfully submitted,

Anna Wells

Economic Development Director