



# Town of Hopkinton

---

330 Main Street, Hopkinton NH 03229-2627 - (603) 746-3170 – [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)

## ECONOMIC DEVELOPMENT COMMITTEE PUBLIC MEETING MINUTES

**Wednesday, July 26, 2023 – 5:30 P.M.**  
*Hopkinton Town Hall*

---

**Members Present:** Louise Carr, Sam Delgado, Andrea Folsom, Ian Hart, Alexander Pooler, Steven Whitley  
**Members Absent:** Jim Fredyma  
**Public Present:** Scott Clay  
**Staff Present:** Anna Wells, *Economic Development Director*

### **CALL TO ORDER**

Steven Whitley called the meeting to order at 5:33pm.

### **APPROVAL OF MINUTES from [June 28, 2023](#)**

Andrea Folsom made a motion to approve the *Economic Development Committee minutes of June 28 2023*. Louise Carr seconded. There was no discussion. **Motion passed 2-0** with two abstentions (Steven Whitley and Alexander Pooler). Mr. Delgado and Mr. Hart had not yet arrived at the meeting.

### **DISCUSSION/ACTION ITEMS**

1. Zoning Amendments  
Ms. Wells reminded the Committee that the Planning Board is adopting new rules of procedure, which requires parties proposing amendments to submit draft language for suggested amendments by the first working day of September. Ms. Wells will draft those relating to the EDC's suggested amendments and present them for the Committee's approval at the August 16th meeting.
2. Downtowns and Trails  
Mr. Whitley reported that the Steering Committee will be conducting a few more Key Informant Interviews at the request of the UNH team. Ms. Wells reported that the UNH team will have a table at the Farmer's Market this coming Saturday, July 19th, at which they will share preliminary information with the community and gather additional feedback.
3. [AARP Community Challenge Grant Update](#)  
Ms. Wells reported that the first Walk Audit supported by AARP took place on the morning of Saturday, July 22. It was very well attended and many interesting observations were made. The route that was examined was the immediate area around Fountain Square. Ms. Wells reported that Alicia Presti of Hopkinton Human Services has been a fantastic partner in this endeavor, and Ms. Wells expressed her

thanks for her assistance recruiting volunteers for the Walk Audits as well as during the first Walk Audit. The next Walk Audit will be Saturday, August 19th; a different route will be chosen.

4. Upcoming Grant Opportunities

a. [Community Center Investment Program](#) Update

The group discussed projects that may fit the requirements of this grant program, including three projects that may qualify: repairs and improvements at George's Park, repairs and improvements at Town Hall, and construction of the Pavilion at the Kimball Cabins. Ms. Folsom offered to help Ms. Wells examine each project and compare it to the rubric put forth in the application guide. They will bring back a recommendation to the Committee at the September 6th meeting.

b. [T-Mobile Hometown Grant](#)

The group discussed possibly applying for the T-Mobile Hometown Grant, and thought the best way to determine a project would be to utilize the upcoming Downtowns and Trails Report and the Walk Audit Report to inform an application. This will be discussed at future meetings, possibly targeting the December 31 application deadline.

5. Committee Chair Discussion/Vote

Mr. Whitley explained that now that this Committee has a good working foundation, it would be best if he is a liaison to the Select Board rather than the Chair of this committee. The group agreed they would nominate someone to step in as chair at the next meeting and take a vote at that time.

## **UPDATES**

1. [Water/Sewer Expansion Update](#)

Ms. Wells continues to meet with the Town's engineers to explore the scope and costs of expanding the water delivery system. She will continue to update the Committee.

2. [Comprehensive Economic Development Strategy \(CEDS\) Project Priority List Update](#)

Ms. Wells shared with the Committee the CEDS project ranking list. Hopkinton projects that are listed include: Concord Lake Sunapee Rail Trail, Fountain Square Intersection Upgrades, Intersection Improvements at US202/NH9 and NH127, Contoocook River Pump Station Upgrades, Exit 6/Maple Street Water-Sewer Expansion, Contoocook River Municipal Boat Launch, and West Hopkinton Redevelopment Study.

3. [Hopkinton Housing Committee Update // InvestNH HOP Grant](#)

Louise Carr informed the group that the Housing Committee had a public engagement activity at the July 4th Family Fun Day, where community members answered questions related to housing and community characteristics by putting colored dots on paper. Those flip charts are at Town Hall. Further, Ms. Carr updated the group on the status of the Phase 1 HOP Grant, stating that most of this phase has been completed, including the Housing Needs Assessment and improvements to the Town's online AxisGIS mapping system. The Housing Committee will be organizing additional community engagement and outreach activities as part of this first phase to publicize what they have been working on and gather more community input.

Ms. Wells reminded the group that the Implementation Chapter of the Master Plan is also being completed by Central NH Regional Planning Commission as part of this phase. The Housing Committee has submitted an application for Phases 2 & 3 - Regulatory Audit and Regulatory Development - however at this time, the InvestNH Program funds have been allocated. Additional funds for the InvestNH Program may become available, at which time Hopkinton's application will be reviewed.

4. Business Outreach Update

Ms. Wells reported that 13 businesses have completed the survey out of the master list of approximately 80 that Ms. Wells has reached out to. She has had conversations with an additional 4 business owners. The group agrees that it is important to solicit more responses, so Ms. Wells supplied the full list of businesses to the working group responsible for Business Outreach, and they will share the task of reaching out to additional businesses, starting with the largest employers.

5. Other Board/Committee Updates (as necessary)

Ms. Wells recently supplied the following updates to the Select Board at their request: [Grants Awarded to Date](#) and [2023 Ongoing Projects](#)

## OTHER

1. Ms. Carr brought up the idea for the Economic Development Committee to put some resources towards holiday decorations for Contoocook Village. The working group focusing on Contoocook Village will consider how best to coordinate with the Recreation Committee and Discover Tooky, the two groups who have been sponsoring and hosting events in the Village.
2. Ms. Folsom suggested reviewing the Strategic Objectives at one of the next meetings, since it has not been updated in several months. The group agreed they would do so at the August 16th meeting.
3. Mr. Whitley also suggested that adjusting the TIF District Boundary and/or Plan should be a topic for discussion at the next meeting, as that is a goal on the horizon for Town Meeting 2024.
4. Upcoming meetings:    August 16, 2023        5:30pm        Town Hall  
                                 September 6, 2023    5:30pm        Town Hall

## ADJOURNMENT

Ian Hart moved to adjourn the meeting, seconded by Sam Delgado. There was no discussion. **Motion passed 6-0.**

There being no other business to come before the committee, the meeting was adjourned at 6:46 pm.

Respectfully submitted,

Anna Wells

*Economic Development Director*