



# Town of Hopkinton

## Office of Select Board

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

### ECONOMIC DEVELOPMENT COMMITTEE PUBLIC MEETING AGENDA MONDAY, MARCH 8, 2021 – 6:00 PM VIA ZOOM

The meeting of the Economic Development Committee (EDC) was called to order by Steven Whitley on Monday, March 8, 2021 at 6:02p.m. via Zoom.

**Members Present:** Andrea Folsom, Jim Fredyma, Meredith Lee, Anna Wells, Steven Whitley

**Members Absent:** Tom Congoran, Erik Newman, Greg Sagris

**Staff Present:** Matt Monahan (Economic Development Director)

**DECLARATION OF CHAIR:** Mr. Whitley read the Right to Know Law Meeting Checklist as follows:

As Chair of the Hopkinton Economic Development Committee, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12, pursuant to Executive Order 2020-04, this Committee is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

***a. Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.***

We are utilizing the Zoom platform for this electronic meeting. All members of the Committee have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1 (646) 558 8656 and meeting ID: 845 4293 1647, or by clicking on the following website address: <https://us02web.zoom.us/j/84542931647>

***b) Providing public notice of the necessary information for accessing the meeting.***

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on Town of Hopkinton's website: [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov) and on the Town of Hopkinton's Facebook page.

***c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.***

If anyone has a problem, call (603) 746-8256 or email: [townadmin@hopkinton-nh.gov](mailto:townadmin@hopkinton-nh.gov).

***d) Adjourning the meeting if the public is unable to access the meeting.***

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let us start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Andrea Folsom	alone
Jim Fredyma	alone
Meredith Lee	alone
Anna Wells	alone
Steven Whitley	alone

**APPROVAL OF MINUTES FROM FEBRUARY 8, 2021**

The minutes were approved without objection.

**FOLLOW-UP TO EDC VISIONING SESSION**

The committee engaged in a visioning session, led by Meredith Lee, working to narrow down a tag line for Hopkinton. Based on past discussion, the board members in attendance unanimously agreed on the tagline “Two Villages, One Heart. Opportunity Grows Here.” The group would like input from other members of the Economic Development Committee at a future meeting, at which point a vote will be taken to officially approve the tagline.

**ECONOMIC STRATEGIC PLAN**

Mr. Monahan led the committee in a discussion of the Economic Development Strategic Plan.

The group discussed ways to promote Hopkinton’s tax incentives, including 79-E and the ERZs. One thought is to reach out to the recipient(s) of 79-E for a testimonial (once the assessments have been done and tax bills are sent out - around July). Group agreed to revisit the Strategic Plan at least quarterly and adjust as needed.

**NEW BUSINESS**

Mr. Whitley informed the group the Public hearing notice for the 202/9-Maple Street Intersection on March 25, 2021. It is an opportunity to provide feedback to DOT about their planning process. MR. Monahan will follow up with his colleagues to determine if a buildout analysis will be prepared before that meeting.

**UPDATES**

Updates from Matt Monahan

1. Economic Development Chapter for Master Plan
  - a. Mr. Monahan will send the group a draft for review and that will be on the agenda for next meeting.

2. TIF District Board
  - a. Mr. Monahan reported he is working on reaching out to people to join the TIF board.
3. ERZ Letters
  - a. Letters have been sent to landowners in the ERZ districts.
4. Website Update
  - a. Website has been updated so that there is a “Tax Incentives for Businesses” page on the Town of Hopkinton’s website.

#### Land Swap

The land swap is not quite completed. All documents are finalized, just waiting on the state to set/agree on a closing date.

#### **OTHER ITEMS**

Next Meeting Date: 6:00pm, Monday, April 5, 2021

Respectfully submitted,  
Anna Wells