



Town of Hopkinton

Office of Select Board

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

**ECONOMIC DEVELOPMENT COMMITTEE
PUBLIC MEETING AGENDA
TUESDAY, FEBRUARY 8, 2021 – 6:00 PM
VIA ZOOM**

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

Members Present: Andrea Folsom, Jim Fredyma, Erik Newman, Greg Sagris, Anna Wells, Steven Whitley

Members Absent: Tom Congoran, Meredith Lee

Staff Present: Matt Monahan (Economic Development Director), Neal Cass (Town Administrator)

Others Present: Mike Tardiff (CNHRPC)

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 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.

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
Erik Newman	alone
Greg Sagris	alone
Anna Wells	alone
Steven Whitley	alone

APPROVAL OF MINUTES FROM JANUARY 5, 2021

Ms. Wells moved to approve the Economic Development Committee minutes of January 5, 2021. Ms. Folsom seconded the motion. There was no discussion and Mr. Whitley called for the roll call vote.

Andrea Folsom	Yes
Jim Fredyma	Yes
Erik Newman	Abstain
Greg Sagris	Abstain
Anna Wells	Yes
Steven Whitley	Yes

Motion carried 4-0-2

FOLLOW-UP TO EDC VISIONING SESSION

Ms. Lee has been leading the visioning, so it was decided to table this item until the next meeting when she is present.

ECONOMIC STRATEGIC PLAN

Mr. Monahan presented a spreadsheet outlining a plan for economic development work moving forward. He noted that the “Deliverable Date” column is important. It was decided that the committee members will review the plan and it will be discussed further at the next meeting. The Excel version of the plan will be sent to all members.

WEBSITE

Mr. Monahan recommended that the ERZ and 79E information be access through a “Tax Incentive” tab under “Business” on the website. He also presented a suggested map outlining the ERZ and 79-E areas.

Ms. Wells will follow-up with Craig Tufts at CNHRPC about updating the map. Once the changes have been made, it will be put up on the website. There were several other suggestions concerning the map:

- Mr. Whitley suggested that the area where both the ERZ and 79E are in effect.
- Mr. Fredyma noted that an additional map that shows individual properties would be helpful.

Mr. Sagris suggested that the incentive areas be compared to building permits and those property owners be especially highlighted when contacts are made.

TAP FUNDING UPDATE

Ms. Wells reported that she has submitted a Letter of Intent to NHDOT for a TAP grant for additional and reconstruction of existing sidewalks and improvements for non-vehicle travel in both Contoocook and Hopkinton villages. The cost is estimates at just over \$1.0 million and the grant covers 80% of the cost.

OTHER ITEMS

- Mr. Cass said that NHDOT will be hosting a meeting concerning the intersection of Routes 202/9 and Maple Street. That meeting is tentatively scheduled for Thursday, February 25. He will pass on more information as it is available.
- Mr. Cass reported that all things are complete for the land swap with the State, and the closing should be soon.
- Mr. Monahan will be contacting people this week about serving on the TIF Advisory Board.
- The Committee approved the draft letter concerning the ERZs and Mr. Monahan will begin using it.
- Mr. Tardiff said that build-out information would be helpful as plans begin for the Routes 202/9 and Maple Street intersection
- Mr. Tardiff asked about the 21-year-old conceptual plan for Contoocook Village after the charette. The Committee agreed that working with CNHRPC the plan could be updated.
- The Committee reviewed the plan for the intersection near Hopkinton Village Store. It was decided that this area is not as much a priority as the two intersections in Contoocook Village.
- Mr. Whitley took suggestions from the Committee concerning what should be in the EDC report for the Town Report.

There being no further business, the meeting adjourned at 7:08 p.m.

Respectfully submitted,
Neal Cass, Town Administrator