



Town of Hopkinton

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DRAFT

ECONOMIC DEVELOPMENT COMMITTEE

PUBLIC MEETING MINUTES

Monday, October 3, 2022 – 5:30 P.M.

Hopkinton Town Hall

Members Present: Andrea Folsom, James Fredyma, Ian Hart, Meredith Lee, Alexander Pooler, Steven Whitley
Members Absent: Greg Sagris
Public Present: none
Staff Present: Anna Wells

I. CALL TO ORDER

Mr. Whitley called the meeting to order at 5:31pm in the Hopkinton Town Hall.

II. DISCUSSION/ACTION ITEMS

1. Hopkinton Village Traffic Calming / Complete Streets Demonstration Project

Ms. Wells provided the Committee with the following updates:

- Chief Hennessy believed that any safety concerns about the project coinciding with Halloween Trick-or-Treating could be addressed by 1) having the demonstration in place at least a week in advance of Halloween (10/31) and 2) adequate signage and barricades delineating the new traffic pattern. He is in contact with NH DOT to try to use their message boards before and during the project.
- Installation will be on Sunday, October 16 at 7am. Dan Blanchette and DPW crew will assist by helping to paint crosswalks and other lines on Friday, October 14. Then Hopkinton Precinct Commissioners and EDC volunteers will put up the barricades and other larger items to change the traffic pattern on the morning of 10/16.
- HVP Commissioners are helping to secure materials and will distribute flyers to residents as soon as we know whether we have the message boards.
- Harold Martin School “Halloween Holler” takes place Saturday, October 22, includes a kids walking parade, which will give lots of folks exposure to the new pattern both on foot and by vehicle.
- info can be found at: www.HappeningInHopkinton.com/HopVillage

After a brief discussion, Committee members Lee and Whitley said they would assist in the installation on the morning of October 16.

2. Budget Discussion

FY2022: The Committee discussed expenditure of their *Community Relations* funds. After an explanation by Ms. Lee of the event known as *Starry Starry Weekend*, held on December 2, 3, and 4, the group discussed the importance of events like these to bring folks into downtown Contoocook not only to patronize our local business during the event itself, but also to raise the regional profile

of Contoocook as a good place to visit, dine, and shop. Mr. Whitley moved that the Economic Development Committee contribute \$1,000 to sponsor Starry Starry Weekend. Andrea Folsom seconded the motion. **Motion passed 5-0** with Meredith Lee abstaining.

FY2023: The Committee discussed their budget requests for FY2023. They agreed to request small increases in *Professional Services* in order to be able to engage in studies or programs like Downtowns & Trails or to improve our online mapping system (these are examples of the types of projects that could be funded). They would also like to change the name of the *Community Relations* line to *Community Relations and Outreach* and also increase that line to be able to support additional community events in the future and to fund increased marketing/outreach efforts to attract and retain people and businesses that would contribute to Hopkinton/Contoocook's economic growth and health (including, among other efforts, wayfinding and signage). Ms. Wells will prepare the budget requests for the Town Administrator and Select Board.

3. America Walks “Community Change” Grant

This grant provides \$1,500 for projects that support walkable communities. Ms. Wells has reached out to them to inquire whether the grant funds can be used for projects in 2022, such as the Hopkinton Village Complete Streets Demonstration Project taking place this month, and will decide whether to apply and what to apply for based on their response. Options for projects include Hopkinton Village Intersection Complete Streets improvements (either the demonstration project or to help fund the permanent improvements) or to supplement the work being covered by the RTP Grant to create the Kearsarge Ave-Houston Fields Connector project.

4. Contoocook Village Map

After a lengthy discussion and examination of the wayfinding map of Contoocook Village created by Central NH Regional Planning, the Committee tasked Anna with continuing to work on the wayfinding map for Contoocook Village. The Committee thought it would be wise to combine the map with the informational brochure LeeAnne Vance has put together. Committee members made suggestions for improving the map. Mr. Pooler suggested that the map be made into an interactive online map, possibly with the assistance of a UNH student. Ms. Wells will reach out to UNH to gauge the feasibility of this idea. Ms. Wells will continue to develop the paper/PDF version of the map with a target date for completion of December 2 (for Starry Starry Weekend).

III. UPDATES

1. T-Mobile Hometown Grant

Ms. Wells reported that she decided to put off submitting a proposal until next quarter (December 30), as the grant proposal asks for a more detailed plan and budget than they currently have. Ms. Wells will reach out to resident Eric Buck and the team at Terrain Land Planning to see if they may be able to help continuing to develop the plans.

2. Interesting Reading & Resources page on EDC website

Ms. Wells has created a section on the website that will collate interesting reading and resources on EDC topics. It can be found at www.HappeningInHopkinton.com/InterestingReading.

3. Downtowns & Trails Program, UNH Extension

Ms. Wells reported that at their meeting on September 19, the Conservation Commission voted to expend \$1,000 in support of the Downtowns and Trails Program. Ms. Wells will visit the Chamber of Commerce meeting on October 12 to solicit their financial support and involvement also.

4. **2023-2028 Capital Improvements Plan**

Ms. Wells reported that the EDC submitted a request for Engineering Services for Buildout/Cost Analysis for Sewer/Water Extension in the amount of \$25,000, based on the 2017 contract for the same, which cost \$15,000. To be paid for from the Exit 6 TIF District Fund. Ms. Wells will keep the EDC updated as the CIP and Town budgeting process continues.

5. **Zoning/Policy Changes for 2023 Town Meeting**

Ms. Wells is working with the Planning/Zoning Director to prepare amendments for public hearing in December. EDC-supported suggestions include:

1. TIF District Boundary Adjustments
 - Extend Hart's Corner TIF District to include old Papermill/Bioenergy site near USACE dam and Rowell Bridge (zoning changed from M-1 to B-1 since TIF was established)
2. corrections to CCOD language
 - Currently doesn't provide for increased density compared to B-1 underlying (was created when underlying area was M-1)
 - No language about setbacks, buffers, etc
3. application of CCOD to other areas
 - Overlay at Exit 6 M-1 zone
4. Rezone some areas of VB-1 and VM-1
5. Consider adopting RSA 72:80 *Commercial and Industrial Property Tax Exemption*

6. **Grants update**

Ms. Wells updated the Committee on the following grants:

1. **RTP Grant**

- Approved for \$73,000 to construct multi-use trail between Kearsarge Ave near HMHS to Houston Fields/Library - makes a Rail Trail connection. Just waiting on the deed transferring TDS parcel of rail trail to Town.
- Need hard and soft match of \$14,686, most in the form of volunteer hours and donated labor and equipment, most to be coordinated by Friends of the Concord-Lake Sunapee Rail Trail.

2. **WWTF (Sewer) Energy Audit Measures Implementation Grant & Loan**

- Pre-approved for \$250,000 in ARPA funds
- Full ARPA application due in January
- Select Board to determine who will see this project through to implementation.

3. **T-Mobile Hometown Grant**

- already covered above - targeting Dec 30

4. **National Association of Realtors Placemaking and Smartgrowth Grants**

- Due October 15
- Need to be submitted in association with a realtor

5. **InvestNH Housing Opportunity Planning Grants**

- Working with Karen on the "Needs Analysis and Planning Grant" for \$25,000
- Rolling acceptance until January 27, 2023

6. **AARP Community Challenge Grant**

- Next round likely released March 2023
- Wilton, NH was granted ~\$20k last year to construct a Riverwalk
- Combine with T-Mobile grant to do more at Riverway Park?
- Other project ideas?

7. **Business Outreach**

Ms. Wells continues to compile the contact information for Hopkinton's businesses and to create the materials to explain the resources available to them. Targeting the letter with information and requesting meetings to be sent by Thanksgiving.

V. **OTHER**

Next Meeting Date: October 17, 5:30pm @ Town Hall

VI. **ADJOURNMENT**

Steven Whitely moved to adjourn the meeting, seconded by Andrea Folsom. There was no discussion. **Motion passed 6-0.**

There being no other business to come before the committee, the meeting was adjourned at 6:38 pm.

Respectfully submitted,
Anna Wells, Economic Development Director