



Town of Hopkinton

Office of Select Board

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

ECONOMIC DEVELOPMENT COMMITTEE

DRAFT MEETING MINUTES

WEDNESDAY, MARCH 23, 2022 – 5:30 PM

HOPKINTON TOWN HALL

The meeting of the Economic Development Committee (EDC) was called to order by Andrea Folsom on Wednesday, March 23, 2022, at 5:33pm.

Members Present: Steven Whitley (by phone), Jim Fredyma, Meredith Lee, Andrea Folsom

Member Absent: Greg Sagris

Staff Present: Anna Wells

Public Present: Eric Buck, Byron Carr, Brian Cressy, Ian Hart, Dave White

CALL TO ORDER

Ms. Folsom called the meeting to order at 5:33pm in the Hopkinton Town Hall.

Andrea Folsom made a motion, seconded by Ms. Lee, to allow Mr. Whitley to join the meeting remotely. There was no discussion.

ROLL CALL VOTE:

Andrea Folsom	Yes
Jim Fredyma	Yes
Meredith Lee	Yes

MOTION PASSED 3-0.

APPROVAL OF MINUTES FROM FEBRUARY 15, 2022

Ms. Folsom made a motion, seconded by Ms. Lee, to approve the Economic Development Committee minutes of February 15, 2022. There was no discussion.

ROLL CALL VOTE:

Andrea Folsom	Yes
Jim Fredyma	Yes
Meredith Lee	Yes
Steven Whitley	Yes

MOTION PASSED 4-0.

CONTOOCOOK VILLAGE / RIVERWAY PARK IMPROVEMENTS

Community member Eric Buck, PLA ASLA, shared with the Committee a conceptual plan for some improvements to Riverway Park drafted in cooperation with Dave White, Brian Cressy, and Ms. Wells. Aesthetic and functional improvements to Riverway Park tie into the larger strategy of investing in the infrastructure of Contoocook Village to make the Village more user-friendly and support existing and future businesses. Ms. Wells explained that the elements of this conceptual plan can be taken separately, so that the elements can be accomplished incrementally as resources become available, either with volunteer time and donations, through the Town budgeting process, and/or outside grant funding. The



Town of Hopkinton

Office of Select Board

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

Committee requested that Ms. Wells draft a list of each item with cost estimates and funding sources. Ms. Wells will work on this. Key highlights of the concept as presented include:

- Reconfiguration and repaving of parking lot to improve navigability and safety and gain several spaces
 - Maintains access to the rear of property on Main St.
 - Maintains bank parking spaces
 - Maintains access to sewer pump house
- Possible resurfacing of Depot Lane and better delineation of the private parking spaces in the rear of those buildings
- Removal of invasive vegetation and some ornamentals
 - Though within the protected shoreland of the Contoocook River, these activities do not require DES permitting
 - Ms. Wells will work on coordinating a riverbank non-native plant removal day, possibly as part of an Earth Day effort. Ms. Wells will reach out to the Conservation Commission and Waste Reduction Committee.
- Possible improvements to the canoe/kayak launch area
- Reserves potential location for possible future visitor center with public restrooms
- Reserves location for electric vehicle charging station(s)
- Routing of a multi-use path through the park along the river (above the embankment) between the covered railroad bridge and the far end of the parking lot
 - To connect existing and future sections of the Concord-Lake Sunapee Rail Trail
 - Proposes locating bike rack(s) in strategic areas
 - Mr. White, board member of Concord-Lake Sunapee Rail Trail, presented an overview of the CLSRT, and explained how they are piecing together sections of the trail that can ultimately connect Concord to Newbury, passing right through Contoocook Village.

Ms. Wells explained that the concepts grew out of discussions with many interested users of the park and the river going back many months.

Ms. Wells explained that some of the work proposed would require filing for a Shoreland Permit with NHDES, which can take as long as 60 days for approval. She is hoping to do the work as soon as possible, so she proposed to bring this concept to Karen Robertson in the Planning/Zoning Department for her feedback, then bring it to the Select Board's next meeting on Monday, March 28, 2022.

Ms. Folsom made a motion, seconded by Ms. Lee, that Ms. Wells bring the plan to the Select Board for their input on Monday, March 28, 2022. There was no discussion.

ROLL CALL VOTE:

Andrea Folsom	Yes
Jim Fredyma	Yes
Meredith Lee	Yes
Steven Whitley	Yes

MOTION PASSED 4-0.



Town of Hopkinton

Office of Select Board

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

REVIEW OF EDC PRIORITY PROJECT LIST

Ms. Wells shared the full list of possible projects and initiatives that the EDC could pursue. She and the committee agreed they would focus on the following efforts for the near term:

- 1) Riverway Park improvements
- 2) Creation of new EDC website
- 3) Connecting with commercial property and business owners to see how the Town can be most supportive, particularly owners of vacant or underutilized properties. In particular, the committee discussed working with any property owners who may be selling property to assist in that process.

UPDATES

Priority Infrastructure Projects: Ms. Wells reported that she met with Senator Whitley and staff from Representative Anne Kuster's office to share with them several of the Town's priority infrastructure projects that may be eligible for various sources of federal funding. Ms. Wells reported they were very receptive to the projects and urged her to submit requests for Congressionally Directed Spending. Ms. Wells will work on those submittals and report back to the Committee at the next meeting.

Grant Funding: Ms. Wells updated the committee on grant submittal deadlines that may be approaching. She and the committee agreed they would focus on upcoming grants that would benefit Riverway Park & Contoocook Village Improvements, Houston Barn Restoration, and the Concord-Lake Sunapee Rail Trail. In the future, funding to support water and sewer expansion will be pursued.

EDC Website: The Committee agreed that the URL for the new EDC website will be: www.ItsHappeningInHopkintonNH.com. Ms. Folsom moved to authorize Ms. Wells to purchase that domain name and pay for website hosting, up to \$250/year. Ms. Lee seconded the motion.

ROLL CALL VOTE:

Andrea Folsom	Yes
Jim Fredyma	Yes
Meredith Lee	Yes
Steven Whitley	Yes

MOTION PASSED 4-0.

OTHER

Community member Byron Carr explained that he has been in conversations with the State of NH regarding holding events on the covered railroad bridge (the State owns the bridge). The Committee thanked him for his work on that and is excited for that to become a reality.

The next meeting of the EDC will be held on **Monday, May 2 at 5:30 p.m.** in the Hopkinton Town Hall.

ADJOURNMENT

Meredith Lee moved that the meeting be adjourned. Andrea Folsom seconded the motion. There was no discussion.

ROLL CALL VOTE:



Town of Hopkinton

Office of Select Board

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

Andrea Folsom	Yes
Jim Fredyma	Yes
Meredith Lee	Yes
Steven Whitley	Yes

MOTION PASSED 4-0.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,
Anna Wells, Economic Development Director

DRRAFT