



## ECONOMIC DEVELOPMENT COMMITTEE **DRAFT** PUBLIC MEETING MINUTES

Wednesday, June 22, 2022 – 5:30 P.M.  
Hopkinton Town Hall (330 Main St.)

**Members Present:** Andrea Folsom, Jim Fredyma, Meredith Lee, Greg Sagris, Steven Whitley  
**Staff Present:** Anna Wells  
**Public Present:** Byron Carr, Bonnie Christie

### I. CALL TO ORDER

Mr. Whitley called the meeting to order at 5:33pm in the Hopkinton Town Hall.

### II. APPROVAL OF MINUTES FROM MAY 12, 2022

Jim Fredyma made a motion, seconded by Meredith Lee, to approve the Economic Development Committee minutes of March 23, 2022, motion carried 5-0.

### III. UPDATES

#### 1. EDC Website

The URL for the new website will be shortened to: [www.HappeningInHopkinton.com](http://www.HappeningInHopkinton.com)  
The original URL will also still work ([www.ItsHappeningInHopkintonNH.com](http://www.ItsHappeningInHopkintonNH.com)).

#### 2. Contoocook Village + Riverway Park Improvements

Bonnie Christie first spoke to the Committee about including a water refill station in the designs for Riverway Park. The Committee is very supportive of the idea, as it would reduce the need for selling bottled water at events in the park and reduce plastic waste generally. The two main questions to consider relate to funding and location. The Waste Reduction Committee is willing to do some fundraising for the refill station. The possibility was raised that the school may have discounted pricing with a company that supplies equipment like this, since they have many refill stations inside their buildings. Ms. Folsom will look into this. The idea was raised to also have a similar facility at the library/playing fields at Houston Park. The Committee thanked Ms. Christie for bringing this idea to their attention and agreed to keep it in the plans moving forward.

#### a) LWCF (Land and Water Conservation Fund)

Ms. Wells reported on the June 2 site visit to Riverway Park as part of the State's *Land and Water Conservation Fund* grant application process. She extends thanks to those who attended, including Town employees Neal Cass, Paula Simpkins, Alicia Presti, and Sam Currier. She and the Committee discussed that LWCF is probably not the appropriate source of funding for this project at this time.

During that visit Ms. Wells learned that many elements of the proposed improvements would not be eligible under the grant, and would have to be excluded because they are not directly related to improving outdoor access. This would include the municipal parking lot (unless spaces were dedicated to park/river access), the sewer pump station, and the Riverway Association's Section House. In addition, these structures would need permanent access easements, which would have to be excluded from the grant. Finally, because the grant is made by the National Park Service (and administered by the State), any work done with grant funds would be federally encumbered moving forward, meaning any future work or changes would have to seek approval from the National Park Service. The group decided to pursue other funding sources at this time.

Ms. Wells reported that funds to repave the parking lot at Riverway Park can likely come from the Town's paving budget. Mr. Sagris urged Ms. Wells to schedule the paving as soon as possible, as it is becoming increasingly difficult to source asphalt. Ms. Wells agreed and will work to submit the Shoreland Protection Permit and line up the paving contractor.

#### **b) Community Survey**

Ms. Wells learned through the LWCF process that greater community outreach and engagement will be needed as part of any future grant proposal. One fairly fast and cheap way to go about this is to create a survey/questionnaire for residents and visitors targeted specifically toward infrastructure and safety improvements in Contoocook Village. The group discussed the fact that recent surveys, such as those done for the MTAG program and the Master Plan updates, provided good and useful information about priorities around town, and point at the need for directing attention to Contoocook Village. But more specific information that could inform future design and planning is needed. Ms. Wells plans to collaborate with the Town Administrator and Recreation Director, among others, to create and implement a survey. It would be available primarily online, but paper versions would also be available at the Library, Senior Center, Town Hall and possibly local businesses for those who prefer that format.

(Please note: the committee also discussed the Community Heart & Soul program below as an idea for outreach and engagement.)

#### **c) CDS requests submitted**

Ms. Wells reported that she has still not heard any news from Senator Shaheen's office about the Congressionally Directed Spending request that was submitted for improving the sidewalks in Contoocook Village. However, she was contacted for further information, so she is hopeful that is a good sign.

### **3. Grant updates**

#### **1. NH Charitable Foundation Express Grant - May 6**

Ms. Wells reported that the application to fund construction of an accessible pathway in George Park was denied. She will follow up with the NH Charitable Foundation to learn more about why they did not fund the request.

2. Land and Water Conservation Fund Pre-Application - April 29  
Discussed above.
3. Clean Water State Revolving Fund Pre-Application(s) - June 1  
Several pre-applications were submitted on behalf of the Town. Water and Sewer Superintendent Sam Currier submitted a few, and Ms. Wells submitted three: 1) Energy Audit Measures Implementation, 2) WWTF Upgrades, and 3) Pump Station Upgrades. The timing on hearing back is unclear. Ms. Wells will keep the Committee updated.
4. RTP (Recreational Trails Program) – June 17  
Ms. Wells submitted this application to create an off-street, multimodal trail connection between Kearsarge Ave and the Town Library/Houston Fields. This would restore a connection formerly used by snowmobiles to access the gas pumps at HR Clough and create a more direct, safer, off-street connection for folks walking, biking, rolling, skiing, etc., between the Middle/High School and the facilities at Houston Park. This will also create a more direct connection from the Houston Park area (and the existing section of Stevens Rail Trail) to Contoocook Village. The application is available for viewing at Town Hall. The transfer of the former railbed parcel from TDS to the Town is in progress.
5. T-Mobile Hometown Grant – June 30, September 30  
This grant is given quarterly for up to \$50k for anywhere that community comes together. The Committee is looking ahead to the September 30 deadline to have a better idea of what to apply for.
6. SS4A (Safe Streets & Roads for All) – September 15  
This is a new Federal Department of Transportation grant program that cities, towns, and regional planning organizations apply for directly (i.e. it does not pass through the State DOTs, but State Routes can be addressed by the grant). The grant has two parts, one is the Action Plan Grant and one is the Implementation Grant. In order to be eligible to apply for Implementation funds, an approved Action Plan must be in place and the requested activity must be covered in the Action Plan.

#### 4. **New Initiatives**

1. Hopkinton Village Complete Streets Demonstration Project  
In conjunction with Central NH Regional Planning Commission, Ms. Wells plans to undertake a pop-up demonstration project to reconfigure the intersection of Main Street/Old Henniker Road (NH 202) and Hopkinton Road (NH 103) (a.k.a. the “Hopkinton Village Store Intersection”). The purpose of a demonstration project is that it is a low-cost way to help inform decisions about future improvements before diving into a full-fledged construction project. Regional Planning has been in touch with NH DOT and they have been supportive of the idea so far. The concept is to close the slip lane that west-bound traffic uses to turn from Main Street onto Hopkinton Road, making the intersection into more of a traditional T-intersection. The purpose is to reduce driver confusion and improve safety for drivers, pedestrians, and bikers. The conceptual intersection improvements are shown in the current Transportation chapter of the town’s Master Plan. The pop-up project will ideally take place at the end of the summer before school starts. The Committee expressed their support in a vote:

**A motion was made** by Steven Whitley and seconded by Meredith Lee that the Economic Development Committee supports a Complete Streets demonstration project in

Hopkinton Village and urges the Select Board and the Hopkinton Village Precinct to do the same. There was no discussion. Motion carried 5-0.

2. *Contoocook Village Wayfinding Map – with Trails Committee*

Ms. Wells was contacted by Lucia Kittredge on behalf of the Trails Committee to help create a new map of the trails in the vicinity of Contoocook Village. Ms. Wells is pleased to be working with Ms. Kittredge and CNHRPC's Matt Baronas to create a user-friendly map that will detail how to navigate from Contoocook Village to the trails that surround it *and* will showcase the local shops, restaurants, and services. The committee suggested asking local businesses for sponsorships to cover printing costs.

3. *Bike Track*

As reported previously by Mr. Whitley, there is a growing group of residents interested in creating a mountain biking pump track somewhere in town. Given the current popularity of the sport and the town's extensive existing trail network to connect to, the EDC sees this as a worthy economic development project that would attract visitors to town. The committee agreed that location and cost are the primary issues to be discussed. The committee felt that locating the track near Contoocook Village makes the most sense from an Economic Development perspective. The committee therefore discussed several Town-owned parcels of land that might be good locations for such an amenity. Ms. Wells will research the potential locations. The committee also discussed funding, which would primarily be accomplished through private donations and grants. Cost and responsibility of upkeep and maintenance are further considerations as proposals are formulated.

4. *Contoocook TIF District*

The committee discussed the creation of a Tax Increment Financing district that would encompass Contoocook Village, similar to those already existing at Hart's Corner and Exit 6. This would allow funds to be gathered to undertake critical infrastructure improvements there. The committee is generally supportive of this idea and would like Ms. Wells to propose the boundary and language of the TIF at a future meeting. The creation of a TIF District would have to be approved by Town Meeting. While ambitious, the committee believes that it would be wise to establish the district sooner rather than later so the fund can start accruing value as local assessments increase. As with all TIF districts, once established, a committee is formed of property owners and abutters to decide how funds are expended.

5. *Community Heart and Soul (Orton Foundation)*

Ms. Wells explained the concept of this community visioning program that helps small cities and towns come together to make decisions about their town to become stronger, healthier, and more vibrant. The goal is to engage residents in setting priorities and shaping the future of their community. Ms. Wells has a conversation scheduled with folks from the program in mid-July.

#### **IV. OTHER**

1. *Bonnie Christie, Waste Reduction Committee, Re: "water refill station" at Riverway Park*  
Details above.
2. *End of Summer Concert Series*

Meredith Lee gave an update on the concerts, including the newly proposed Harvest Festival with fireworks in September. The concerts at the gazebo will be on 5 consecutive Thursdays beginning August 11. Rain location is the American Legion on Bound Tree Road. She expressed her thanks to the Legion for their help and support. She explained that sponsorships are mostly taken care of for the regular concerts, but donations and sponsorships are still needed for the final concert at Elm Brook Park and the accompanying fireworks, which are being put on by the Police Department.

The Committee discussed the use of their “Community Outreach” budget funds to sponsor the concerts, which has been used this way in the past. The committee would like to know exactly the amount available for expenditure. Ms. Wells will report at the next meeting.

3. Next Meeting Dates:

- a) Thursday July 14 12:30pm @ Hopkinton Town Library
- b) Tuesday July 26 5:00pm @ Hopkinton Town Hall
- c) Thursday August 25 12:30pm @ Hopkinton Town Library

**V. ADJOURNMENT**

A motion to adjourn was made by Andrea Folsom and seconded by Greg Sagris. There was no discussion. Motion carried 5-0.

There being no other business to come before the committee, the meeting was adjourned at 7:30pm.

Respectfully Submitted,

Anna Wells, Economic Development Director