



**Economic Development Committee
Meeting Minutes
Tuesday, August 15, 2017**

Committee members in attendance:

Charlie Albano – Chair
Darryl Parker – Business Owner
Joe Mendola – Business Owner
Peter Anderson – Planning Board Member

Neil Nevins – Business Owner
Matt Moran - Resident
William Minsinger - Resident

Absent: Christine Frost – Citizen at Large, Michael Amaral – Conservation Commission Rep., Ginger Marsh – Sugar River Bank/Business Rep., Clyde Carson – Selectman’s Rep., Adam Bates

1. New Members

The Committee introduced themselves to the new members and the new members introduced themselves as well. Charlie reviewed what the Committee has done thus far. Four sub-committees have been established that covers organization and education, business retention and expansion, business development and tourism. Charlie provided information to the new members about DRED. Peter noted that DRED no longer exists. Charlie said he understands the tourism bureau still exists. Darryl explained what each sub-committee is responsible for.

2. Meeting Minutes

- A. Peter provided a correction to the August 15 minutes. Section 6, the Planning Board did not pull the GIS CIP project, the Selectmen did, correction will be made.
- B. Darryl recommended including in this set of minutes the email response from the town's webmaster which is attached at the end of these minutes.

3. Meeting Schedule

Meetings will be held on the third Wednesday of every month beginning at 5:30 pm located at Sugar River Bank.

4. RSA 79 – E

- A. Peter provided an overview of RSA 79-E, Community Revitalization Tax Relief Incentive. The RSA reads as follows:

I. An owner of a qualifying structure who intends to substantially rehabilitate or replace such structure may apply to the governing body of the municipality in which the property is located for tax relief. The applicant shall include the address of the property, a description of the intended rehabilitation or replacement, any changes in use of the property resulting from the rehabilitation or replacement, and an application fee.

I-a. In order to assist the governing body with the review and evaluation of an application for replacement of a qualifying structure, an owner shall submit to the governing body as part of the application, a New Hampshire division of historical resources individual resource inventory form, prepared by a qualified architectural historian and a letter issued by the local heritage commission and if the qualifying structure is located within a designated historic district established in accordance with RSA 674:46, a letter from the historic district commission or, if such local commissions are not established, a letter issued by the New Hampshire division of historical resources that identifies any and all historical, cultural, and architectural value of the structure or structures that are proposed to be replaced and the property on which those structures are located. The application for tax relief shall not be deemed to be complete and the governing body shall not schedule the public hearing on the application for replacement of a qualifying structure as required under RSA 79-E:4, II until the inventory form and the letter, as well as all other required information, have been submitted.

II. Upon receipt of an application, the governing body shall hold a duly noticed public hearing to take place no later than 60 days from receipt of the application, to determine whether the structure at issue is a qualifying structure; whether any proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.

III. No later than 45 days after the public hearing, the governing body shall render a decision granting or denying the requested tax relief and, if so granting, establishing the tax relief period.

IV.(a) The governing body may grant the tax relief, provided:

- (1) The governing body finds a public benefit under RSA 79-E:7; and
 - (2) The specific public benefit is preserved through a covenant under RSA 79-E:8; and
 - (3) The governing body finds that the proposed use is consistent with the municipality's master plan or development regulations; and
 - (4) In the case of a replacement, the governing body specifically finds that the local heritage commission or historic district commission or, if such local commissions are not established, the New Hampshire division of historical resources has determined that the replaced qualifying structure does not possess significant historical, cultural, or architectural value, the replacement of the qualifying structure will achieve one or more of the public benefits identified in RSA 79-E:7 to a greater degree than the renovation of the underutilized structure, and the historical, cultural, or architectural resources in the community will not be adversely affected by the replacement. In connection with these findings, the governing body may request that the division of historical resources conduct a technical evaluation in order to satisfy the governing body that historical resources will not be adversely affected.
- (b) If the governing body grants the tax relief, the governing body shall identify the specific public benefit achieved under RSA 79-E:7, and shall determine the precise terms and duration of the covenant to preserve the public benefit under RSA 79-E:8.

V. If the governing body, in its discretion, denies the application for tax relief, such denial shall be accompanied by a written explanation. The governing body's decision may be appealed either to the board of tax and land appeals or the superior court in the same manner as provided for appeals of current use classification pursuant to RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.

VI. Municipalities shall have no obligation to grant an application for tax relief for properties located within tax increment finance districts when the governing body determines, in its sole discretion, that the granting of tax relief will impede, reduce, or negatively affect:

- (a) The development program or financing plans for such tax increment finance districts; or
- (b) The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment financing district; or
- (c) The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

B. Darryl asked if this has been adopted by the Selectmen. There was some doubt if it was adopted or not.

C. Charlie talked about the Old Grade School and how for years there's been a variety of suggestions for that building, Charlie suggests a business incubator. Joe pointed out that the town owns the building, RSA 79-E is a benefit for a property owner paying taxes. **Joe will review the RSA and come back to the Committee on how it can be used to enhance economic development.**

5. Economic Development Website

Charlie wants to keep in mind all the **links that are available from DRED (tourism)** or from the entity that has taken over DRED.

6. Other Business

- A. Charlie would like to see the survey completed by January.
- B. February a public presentation on what the Committee is doing.
- C. March, request budget items.

7. Geographical Information System

A. The Committee talked about the GIS that has been submitted to the Capital Improvement Plan Committee. Peter said he used \$15K for the cost. Peter asked should the website come before the GIS? Darryl said the GIS is much faster and requires a lot less time, he feels this is more important than the website. Peter said he has not finalized the CIP document, he is looking for direction from the Committee.

Darryl said the data files have already been created in 2009 which the town paid for, at this point the only layer that remains is that the files must be hosted and visible on the website. Darryl said the town offices are only available for about 25 hours per week for property information. Technologically, this is information you look for when your looking for a new town. Darryl sees the GIS as an essential tool.

- B. Charlie feels educating the public needs to come first on the benefits of GIS. Darryl estimated the on-going cost for maintaining the information is about \$200 per month and the actual figure for the implementation was under \$10K, **Darryl said he will get the exact cost.**

Committee Action

Charlie made a motion the Committee agreed collectively to move forward with the GIS. Motion was seconded, motion passed unanimously.

8. Tourism Brochure

Charlie obtained a cost for the brochure the Committee would like to create. For 10,000 brochures the cost would be about \$1,600 which includes design costs. This cost needs to be forwarded to the Selectman's office during the budget process.

9. Crowd Funding

- A. Charlie explained there is a crowd funding opportunity by one of the Regional Planning Commission's. The website is hosted by the Southwest Regional Planning Commission and the platform is managed by a team of community and business leaders. Charlie said he doesn't know much more than what he read in a newspaper and he feels there is an opportunity here and **will contact NH Central Regional Planning Commission for more information.** Charlie sees this as a funding opportunity for either the brochure's or the GIS, the funding is for up to \$10K.

10. Sub-committee's

- A. Charlie would like the sub-committee's to come to the next meeting with goals, objectives and a time line to get to an outcome.
- B. Darryl wants to know how they can add an Economic Development page to the current website.

11. Adjournment

Meeting adjourned around 7:25 pm.

Recorder of the minutes: Mary Whalen

Economic Development Committee
Town of Warner
PO Box 265
Warner, NH 03278

RECEIVED

JUL 31 2017

Initial:
emailed to EDC
Members



Regarding: EDC Minutes Dated 7/11/2017

To the committee,

On behalf of the Kearsarge Area Chamber of Commerce, I would like to respond to your minutes dated July 11, 2017. Specifically, regarding item 8.A:

Charlie said Hopkinton is dropping out of the Kearsarge Area Chamber and having their own. Darryl said Bradford is also doing the same thing. Charlie said if we have on our new website, and call the Chamber Warner Chamber of Commerce/Kearsarge it will direct people to Warner. Darryl said unless your going to head that effort up, the current Chamber would have to choose that direction to go, he said the current leadership is not interested in that. Darryl said he has served on many Chamber's and the goal of a Chamber is to be an educator and be an advocate within the business climate and this Kearsarge Chamber is not doing that. Economic Development Committee's and Chamber's work hand and hand.

My comments to the above are:

- The Contoocook Chamber of Commerce was formed (I believe) to be a vehicle to focus on issues specific to Hopkinton/Contoocook. This group's charter is more than the Visit Contoocook group and less than the focus of the KACC. The CCC is much like the KACC WARNER sub-group. KACC WARNER focuses specifically on Warner issues/events with a leaning towards the downtown retailers. KACC has many members from Contoocook and Hopkinton and we continue to add more each month.
- At the beginning of this year, Bradford decided to come under the umbrella of the KACC and now operate as a sub-group, similar to the KACC WARNER group. They are not forming their own chamber. The Chamber currently has members from 23 communities.
- The KACC would very much like to be an educator and advocate for businesses. Our struggle with making this happen is low member involvement. The Board can set direction but without feet-on-the-street, it's a direction without movement. The KACC has recently advocated for businesses by supporting the Currier & Ives Scenic Byway extension up Kearsarge Mountain Rd in Warner. We have expanded our brochure distribution area to the Manchester Airport at the information kiosk with the goal being to bring travelers, whether business or pleasure, to the Kearsarge area. A few years ago, we had a successful business showcase for the public at Northeast Catholic College. This past year we facilitated group advertising rates and paid some of the advertising fees for our members.

Respectfully yours,

A handwritten signature in black ink, appearing to read "D. Watts", with a long horizontal line extending to the right.

Daniel Watts, KACC President, d.watts@KearsargeChamber.org
Kearsarge Area Chamber of Commerce, PO Box 301, Warner, NH 03278