

Meeting Minutes Hillsborough Economic Development Commission
October 1, 2015 9:00 a.m.,
Upton & Hatfield
8 School Street, Hillsborough NH 03244

Present: Steven Venezia, Jack Wells, Herm Wiegelman. Jack Wells, Alan Urquhart, Laurel Boivin, Laura Buono and Robyn Payson

Public: John Segedy

Meeting was called to order at 9:05am – by Steven Venezia

Minutes 8/27/2015

Herm made the motion to approve the minutes. Alan seconded the motion. The motion carried with Laura Buono and Laurel Boivin abstaining.

Parking Letter-Steve Venezia

Steve Venezia shared a letter from the Property Manager of 17 West Main Street about the need for additional parking. (See Attached)

Budget

Robyn distributed copies of the current budget to the Commissioners. Robyn will ask Mike Tardiff for an estimate for the cost of the new signs to be installed at the end of the “Parking Utilization” project so money can be saved or encumbered. As of this date, no invoices have been received for the “rack cards”. Robyn will contact Trim Hahn to find out what is going on.

Proposed budget items for 2016 include a budget for photography, as well as costs associated with participating in the UNH Cooperative Extension “Business Recruitment and Retention Program”. Robyn said she would contact Andre Garron (UNH Economic Development Strategist) for more information about the process and the costs of this program.

There will be further discussion about the budget at the Oct 22nd meeting.

Grants

The Commission discussed projects that were important to move forward on.

- Sidewalks from the Park and Ride to RTE 31
- Woods Woolen Mill
- Community Center

All of these projects were included in the Comprehensive Economic Development Strategy.

Steve said the federal EDA grants were now available and we should start moving on funding the projects.

Robyn said she would be talking to Matt Monahan about funding the final phase of the Woods Woolen Mill Clean up. The ultimate goal is to create an attractive useful public space. Robyn mentioned the Tilton Riverside Project that sprung from that town’s mill cleanup. Robyn also said, ultimately the bridge crossing the Contoocook River should be re-built.

Robyn said she was looking at getting a CDFA planning grant to address the sidewalk problem. There was also discussion about finding out if there are any DOT grants available.

Herm said the town had a Central Square Revitalization project the Town received a grant for. The project was never completed because the grant funds ran out. Robyn said she had not seen the project documents among the files in the Planning Office. Herm said he had a copy and would pass it on if Robyn could not find the one that should be on file in the Planning Office.

Alan Urquhart said he wanted to see a focus on grants to get these projects funded. He noted the Town of Franklin NH was receiving grants and wanted Hillsborough applying too.

Laura discussed finding grant writers that would be paid out of the grant to give the Town the best chance for success.

Planning Director's update

Civic Plus

The process of building an Economic Development Website and Portal Page is moving forward. At this point finding appropriate photographs for the project was an issue. There need to be 3 Business Photos and 2 Photo's of Scenery initially. Photos that would act as "place holders" will be submitted initially. There was a discussion about finding someone with a drone to do "fly over" photography. Laurel said she would look in to it.

There was discussion about the portions of the Website that would address the application process. Robyn said she would contact Economic Development Andre Garron from UNH to talk about what key elements need to be in that site to grab the attention of those who want to locate a business or move to Hillsborough.

The next conference call with Civicplus is Wednesday, October 7th at 11:00am in the Planning Office.

Weatherstone Crossing

Robyn shared the challenges Mike Black is facing with the State permitting process. Robyn said that she would be meeting with DRED (Department of Economic Development Resources) to discuss ways we may be able to expedite this process. There was discussion about contacting Senators Jeanne Shaheen and Kelly Ayotte, but Robyn said Mike saw this as a last resort.

Warrant Articles

Robyn reviewed the list of warrant articles she would be discussing with the Planning Board.

Beautification

Selectman Alan Urquhart apprised the group of a warrant article he was trying to put together about improving blighted properties. He asked the Commissioner to review the document and make comments.

Steven Venezia made a motion to adjourn. Alan Urquhart seconded the motion. The motion carried Unanimously.

Meeting Adjourned 10:20

Respectfully Submitted,

Robyn Payson, Planning Director