

**Town of Swanzey, New Hampshire**  
**Economic Development Advisory Committee (EDAC)**  
**Meeting Minutes – October 13, 2014**

**Call to Order:**

The regular meeting of the Swanzey Economic Development Advisory Committee was called to order at 5:00 p.m. by Chairman Steven Bittel.

**Committee Members Present:** Chairman Steven Bittel, Greg Johnson, Don Skiba and Arthur Boufford.

**Absent:** Guy Pronesti, David Cairns, Lynn Rust, and Alternate Bill Hutwelker

**Others Present:** Director of Planning and Community Development Sara Carbonneau, Town Administrator Shane O’Keefe and Recording Secretary Beverly Bernard

**Approval of Prior Meeting Minutes:** Minutes of September 8, 2014 were considered. Skiba **moved** to accept the minutes, seconded by Boufford and all were in favor. ***Motion passed.***

**Review of Current Projects:**

- **TIF District and Safford Drive extension development status and promotion:**
  - **Status of Safford Drive extension construction** – Bittel reported delay in moving the utility poles along Route 12, which is necessary to complete the hook-up. There are various parties responsible for moving the poles and wires with no immediate plan to do so. The final connection to Route 12 by Park Construction will be completed in early spring of 2015. Surface has been prepared and they will complete the top coat then. Properties can currently be shown along the road.
  - **Report on Safford Drive financing** – Park Construction was under budget, bonds were placed for 12 years (instead of 20 has had been anticipated) at 2.86%. Didn’t need all the bonds authorized by the voters of the Town.
  - **Mr. Burk’s offer to donate land for new fire station** –Bittel reviewed this offer with the committee. He noted it is probably a plus having a fire station in the area of the industrial park. The Selectboard will make the decision. Boufford asked about the location being further away from the south end of town. Bittel explained that the Fire Department call pattern shows more calls being a bit further north. Johnson said it is unfortunate to give up a piece of industrial land that will be a non-revenue use. O’Keefe mentioned that there are wetlands on the site which might make it unsuitable for industrial use. Bittel noted a public hearing will be held by the Selectmen.
  - **Discussion of next steps and timing thereof:**
    - **Signage-** Bittel mentioned signs that can be purchased to direct drivers to Safford Drive. Discussion centered on the number of signs to purchase for State Route 12 and State Route 32. Sign-maker Mark Johnson will design a sign – probably wooden sign with an anticipated five to ten year life. Bittel said the

idea is to put a sign at the entrance to Safford Drive, parallel to Route 32 and another at Route 12 entrance. Bittel said his estimate is about \$750 for each sign. Carbonneau said she envisioned the sign having the EZ logo for the Enterprise Zone to direct people to and make folks aware of the industrial location. Carbonneau will follow up. Bittel suggested a larger sign for Route 12 and a smaller sign for Route 32. Johnson suggested referring people to a website for more information. Carbonneau noted that the formal title of the area is Southwest NH Enterprise Zone. Johnson mentioned that there are different names being used for different projects in the same area.

- **Budget** – Estimates \$2,000 for signs; \$3,000 for Arnett; ribbon-cutting ceremony for \$500. Bittel suggested asking the Selectboard for a total of \$7,000 to complete promotional work for the TIF district.
- **Website** – Bittel passed out materials showing improvements to the website. Skiba created the website with images that are interactive buttons to another page. Discussion occurred regarding the nested pages of the website. Bittel said the architecture of the pages is simple and easy to use. Land Use maps will be provided and references to colleges in the area. Johnson requested real estate – available properties – should be tied into the website. Boufford said he disagreed and that he didn't think the Town should be advocating properties for sale. Bittel agreed that some members of the committee believe there should not be direct links to realtors. Carbonneau suggested links to DRED and MLS, but she also has an issue with specific realtors or properties.
- **Photos** – there was a discussion regarding photos to add to website. Carbonneau suggested an album of photos of businesses. Boufford suggested using both signs and buildings. Decision was made to use two images for concept and build an album of photos of all the businesses. There were also photos of Safford Drive. Johnson suggested an aerial shot of the area.
- **Zoning Ordinances** – Johnson raised the issue of using Town ordinances to get compliance for neat businesses, especially along State Route 10. He said Ordinances are not being enforced. He said Swanzey is worst in the region in terms of unappealing looking commercial real estate. He would like to see the issues addressed. Bittel mentioned that he has scheduled a discussion of future projects for the Committee several times, but either other business prevailed or there was inadequate attendance. Moreover, he commented that the committee needs to finish up Safford Drive first. Carbonneau mentioned that many of the uses have been grandfathered in and if there isn't a health hazard, the Town cannot step in because of debris being present at a particular site. Bittel mentioned that West Swanzey is likely to be the committee's next target anyway.

Next scheduled meeting: November 10, 2014

**Adjournment:**

A **motion** to adjourn was made by Skiba with a second from Boufford and all were in favor. Adjournment occurred at 5:49 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Beverly Bernard", written in a cursive style.

Beverly Bernard, Recording Secretary