

Swanzey Economic Development Advisory Committee (EDAC)/
Swanzey Revenue Development District Advisory Board (SRDDAB)
Joint Meeting Minutes – March 9, 2015

Note: Minutes are not final until reviewed and approved by the Committees. Review and approval of minutes generally takes place at the next regularly scheduled meeting of the Committees.

Call to Order:

The joint meeting of the Swanzey Economic Development Advisory Committee and the Swanzey Revenue Development District Advisory Board was called to order at 5:00 p.m. by Chairman Steven Bittel (EDAC) and Chairman Glenn Page (SRDDAB).

EDAC Members Present: Chairman Steven Bittel, Greg Johnson, Lynn Rust, and Dave Cairns. Absent: Arthur Boufford, Don Skiba, Guy Pronesti and alternate Bill Hutwelker. A quorum was present.

SRDDAC Members Present: Chairman Glenn Page, Steven Bittel, and Gary Davis. Absent: Larry Crowder and Bob Furlone. A quorum was present.

Others Present: Town Administrator Shane O’Keefe and Planning & Community Development Director Sara Carbonneau.

Minutes:

EDAC - Approval of Prior Meeting Minutes: Minutes of January 12, 2015 and February 11, 2015 were considered. Motion by Johnson to approve the minutes; seconded by Rust. Vote: All in favor. *Motion passed.*

No minutes for approval were considered by SRDDAB.

Status of Safford Drive Project:

Page provided an update regarding the status of the Safford Drive construction.

Page stated that Fairpoint has been able to move its lines to the new poles without having to splice the lines, saving a great deal of time (there was a lot of slack in the existing lines). He anticipated that Fairpoint might be done this week. Poles on Safford Drive have been set to the pump station location. It is anticipated that the poles will be extended from the pump station location to connect with the Route 32 end sometime next year.

Mark Norby informed Page that the prefabricated pump station will arrive on site near the end of April. Eventually, the pump station parcel will be deeded to the North Swanzey Water and Fire Precinct (after pins are set). Bob Smith estimated 6 weeks of work from the time that Park Construction can get on site

to the point where the road can be opened. Page noted that Cheshire Fair is already hooked to the sewer and is being billed. Clearwater Pool & Spa has yet to hook up to the sewer and water.

Status of Financing and Anticipated Accumulated TI Funds and Remaining Borrowing Capacity:

Bittel provided the 2014 Financial Report for the Swanzey Revenue Development District, noting that the anticipated post Phase III balance is \$360,257.87. However, due to the town-wide reappraisal, the assessed value of the properties within the TIF District decreased, resulting in a \$41,000 deficit per year. With a balance of \$360,000, and without any increase in increment, there is approximately 9 years of debt deficit coverage. Therefore, it will be very important to make sure that this property is in the sights of DRED.

Arnett Development Group Contract –

On February 25, 2015, the Board of Selectmen voted: 1) to waive the solicitation requirements of the Purchasing Policy and allow sole source selection of Arnett Development Group, LLC for marketing, planning and development services for Economic Development Advisory Committee; 2) to accept the service proposal and agreement from the firm, dated January 28, 2015; 3) to authorize the Selectboard Chair to execute the services agreement with the firm on behalf of the Board; and 4) to authorize expenditure of up to \$5,000 at this time for these service, the source of which will be determined after consultation with the Economic Development Advisory Committee and the Revenue Development District Advisory Board.

Page noted that the assistance from Arnett Development Group is critical to promoting the Southwest NH Enterprise Zone.

SRDDAB Vote: Motion by Page to expend \$4,000 from the SRDD Operating Budget towards the Arnett Development Group contract. Seconded by Davis. Vote: All in favor.

EDAC Vote: Motion by Cairns to expend \$1,000 from the EDAC Operating Budget towards the Arnett Development Group contract. Seconded by Johnson. Vote: All in favor.

Ribbon Cutting –

Due to weather constraints, the original date for the ribbon cutting (May 15th) was moved back two weeks to Friday, May 29th at noon. Carbonneau will meet with Bittel and Arnett later this week to coordinate.

Motion by Rust to adjourn. Seconded by Bittel. Vote: All in favor. Meeting adjourned at 5:30 p.m.

Submitted by,

Sara H. Carbonneau, Director
Planning & Community Development