

Town of Swanzey, New Hampshire
Economic Development Advisory Committee (EDAC)
Meeting Minutes – October 14, 2013

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

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, Don Skiba, Greg Johnson, David Cairns.

Absent: Lynn Rust, Arthur Boufford, and Bill Hutwelker.

Others Present: Town Planner Sara Carbonneau, Town Administrator Shane O'Keefe, and Recording Secretary Beverly Bernard.

Approval of Prior Meeting Minutes: Minutes of September 9, 2013 were considered. Skiba **moved** to accept the minutes, seconded by Cairns and all were in favor. **Motion passed.**

Review of current projects:

- On-going:
 - Establishment of sub-committees discussion: (Bittel)
 - Town website. – Bittel asked if someone would be willing to be the point person for work on the Town website. Skiba volunteered.
 - Johnson made a **motion** for Skiba to be the point person for business promotion of the Town on the Town website. Bittel seconded the motion, and all were in favor. **Motion passed.** O'Keefe referred Skiba to Coleen Birmingham. The committee acknowledged appreciation of Skiba's offer.
 - Internet access. – Bittel raised the issue of someone being point of access from EDAC. Carbonneau offered to follow up with Steve W. at Southwest Region Planning Commission.
 - TIF District and Safford Drive extension development promotion
 - Collier property in TIF district: Johnson reported that he had a meeting with John Burke from MedCare and Christian Boysen, the land planner working on the Collier property, to work together on roads and communication for planning purposes. Bittel said that he would like to see Stuart Arnett communicate with Johnson to work with him for assistance in marketing the property.
 - Discussion was held regarding wetland permitting process. TIF district has wetlands. It was noted that most of the process is generated by the State of

New Hampshire. Bittel suggested working with Carbonneau to ease the burden on developers and encourage the most efficient use of developable acreage. Carbonneau suggested creating a permitting package for a project.

- Bittel led a discussion regarding TIF Funding. He provided an overview of current status of estimated receipts and Accumulated Net Tax Increments of \$592,000, comparing these to the remaining bonding authority of \$2,800,000, virtually all of which will be required to complete the Safford Drive extension.

He indicated that there would be an estimated initial annual deficit in annual Tax Increment receipts and debt service of approximately \$55,000 which would require approximately \$2,200,000 in new development to generate enough tax receipts for break even on debt service. In the meantime, the Accumulated Net Tax Increments would be used to service the shortfall. All agreed that \$2.2 million was a very achievable amount.

Bittel pointed out that substantial additional new development would require a pump station on the sewer system, which would mean returning to the public for a new bonding authority. Although close to \$600,000 of excess Accumulated Net Tax Increments exists, under the current TIF Plan the may only be used for debt service and District expenses, but not for capital expenditures such as the pump station.

Bittel then suggested that the committee consider recommending to the Board of Selectmen a 2014 Warrant Article to change the current TIF Plan to one that would allow for any new tax increments, beginning in 2014 and forward, be permitted to also be expended for capital items. Bittel said that if approved, the Town would have two pools for Accumulated Net Tax Increments: pre year 2014 and post year 2014. The \$592,000 would remain in the pre-2014 pool of dollars to service the new debt, and post 2013 TIF district receipts would be available for the expanded uses, including capital expenditures.

Cairns **moved** to approve the recommendation of EDAC to the Revenue Development District and the Swanzey Board of Selectmen to modify the TIF District plan such as to allow for new tax increments commencing in 2014 be additionally made available for capital expenditures within the TIF district. Bittel seconded the motion and all were in favor. ***Motion passed.***

Johnson left the meeting at 5:29 p.m. at which time the meeting was adjourned, but discussion continued.

Notes:

A brief discussion was held regarding a sign or signs for the expanded development area. O'Keefe spoke of progress being made with Cheshire Fair and Clearwater Pool & Spa folks in regards to work toward final agreement on intersection of Safford Drive and Route 12.

Next Scheduled meeting is scheduled for Veteran's Day, November 11, 2013 but Town Hall will be closed. Bittel will find an alternative date.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Beverly Bernard". The signature is written in a cursive style with a large initial "B".

Beverly Bernard, Recording Secretary