

FINAL

**Economic-Vitality-Exchange Commission (EVEC)
West Meeting Room, City Hall
Wednesday, July 24, 2019
4:00 PM**

MEMBERS PRESENT: Chip Brown; Bill Dunn; Jeff Goodrich; Karen Liot Hill (City Council); Clifton Below (City Council); and Dan Nash

MEMBERS ABSENT: Steve Whitman (Chair); Dana Key; Rob Taylor; Kevin Purcell; Timothy McNamara (City Council)

STAFF PRESENT: Shaun Mulholland (City Manager); David Brooks (Director of Planning and Development); and Shelly Hadfield (City Consultant); Tad Montgomery (Energy & Facilities Manager)

1. CALL TO ORDER – Mr. Mulholland called the meeting to order at 4:08 PM.

Ms. Liot Hill nominated Dan Nash as Acting Chair for today's meeting. The members supported the nomination unanimously.

2. ACCEPTANCE OF MINUTES – June 26, 2019

A MOTION was made by Mr. Goodrich to approve the June 26, 2019 Minutes with amendment. Seconded by Mr. Below.

Amendment: Change Attendance section: Remove 'Cliff Below' from the Staff Present section and Add 'Cliff Below' to the Members Present section.

** The vote on the MOTION was unanimous in favor (6-0).*

3. DISCUSSION ITEMS

A. Discuss Initial CIP Project List

Mr. Brooks introduced the CIP projects and distributed a chart of the projects that meet the City's CIP terms. The CIP Committee reviewed all proposals that were presented for the next 6 years. The 2020 projects are automatically brought forward to City Council. The list includes the proposals for planning that were presented. There are additional activities that will take place in 2020 that are not on the list because they have prior appropriations and will be addressed by the operating budget or loan debt. Mr. Mulholland answered questions about some of the proposals that are not on the list for the upcoming year. He explained the importance of the sewer interceptor project. The members discussed the current budget, current debt and funding sources. Mr. Mulholland intends to include additional information about the debt schedules in relationship to the budget process when he brings the CIP projects to the City Council. The sewer, TIF and infrastructure are key to economic development. The members discussed the proposed CIP projects and the impact of the projects. The Commission believes it is to the City's advantage to do projects that will increase the tax base, which will in turn support the other needed projects. The CIP proposals will go to the Planning Board next. After that, the City Manager will recommend the year one projects to the City Council.

B. Appoint a Champ for the Master Plan Revision Project

Mr. Goodrich nominated Karen Liot Hill for the CHaMP role for EVEC. The members supported the nomination 5-0. Ms. Liot Hill abstained.

C. Replacement of Rob Taylor, Chamber of Commerce

The Chamber is working towards a cooperative effort with the Hanover Chamber. Hanover will be operating programs out of a building in Lebanon. The two Chambers will remain separate entities. The Chamber representative to the Commission is a non-voting member. The Chamber will be asked to appoint a member from the Chamber to participate with EVEC. There is value in having a Chamber that represents the Upper Valley with less distinction by separate towns.

D. Discussion of Transition to Economic Development Commission

All members of the Economic Development Commission must be residents of Lebanon. The City Council representatives will be limited to two. Members of this Commission will have to apply on the website. This transition will likely take place in the next month or two.

4. FUTURE AGENDA ITEMS

Ms. Liot Hill discussed the idea of developing a one-page document to promote the development of a new market in Lebanon. A few members are starting to meet with people, including those in the grocery business, to get a sense of interest in a small market in Lebanon and to look for suggestions on what the concept and opportunity would be for a new market or food store in Lebanon.

Mr. Goodrich discussed the actual cost of housing in Lebanon. There are serious regulatory costs that impact construction and developing housing Lebanon and the infrastructure required of the City. This in turn has an impact on the economic development within the City.

Mr. Below mentioned the Tax Credit grant that the City received from the NH Community Development Finance Authority to help launch a business plan for Lebanon Community Power. This grant results in a reduction of the tax for a business.

Mr. Montgomery arrived at 4:50.

The Commission will review the 2020 CIP projects.

Ms. Hadfield said River Valley Community College would like to attend the next EVEC meeting to present the work they have been doing and their process related to their grant applications.

5. NEXT MEETING DATE

Wednesday, August 28, 2019

6. OTHER BUSINESS

Mr. Brooks discussed the Economic Revitalization Zone (ERZ) program that was established in 2016. So far, no business has taken advantage of this program. The Commission will look for ways to make businesses aware of this opportunity and to get the message out about the program. A road sign might be considered to announce the economic development taking place in Lebanon. The Commission will invite the ERZ to the September meeting.

7. ADJOURNMENT

A MOTION was made by Mr. Goodrich to adjourn the meeting at 5:03 PM.

Seconded by Ms. Liot Hill.

** The vote on the MOTION passed unanimously (6-0).*

Respectfully Submitted,
Linda Billings
Recording Secretary