

FINAL

CITY OF LEBANON
ECONOMIC VITALITY EXCHANGE COMMITTEE (EVEC)
Wednesday, January 23, 2019
West Meeting Room - City Hall
4:00 PM

MEMBERS PRESENT: Clifton Below (City Council); Dan Nash; Karen Liot Hill (City Council); Kevin Purcell; Rob Taylor (Chamber of Commerce); Steve Whitman

MEMBER ABSENT: Tim McNamara (City Council); Chip Brown; Dana Key; Jeff Goodrich; Jay Simms

STAFF PRESENT: Shaun Mulholland, City Manager; David Brooks, Director of Planning and Development; Shelley Hadfield, consultant

1. CALL TO ORDER:

City Manager Shaun Mulholland called the meeting to order at approximately 4:00 PM.

2. ACCEPTANCE OF MINUTES: November 28, 2018

Amendment: minutes should note the late arrival of Councilor Below and Councilor Liot Hill at approximately the end of the Charter discussion, and prior to the 20 Spencer Street RFP discussion.

Moved by Mr. Whitman to approve the minutes of the November 28, 2018 Economic Vitality Exchange Committee meeting as presented in the agenda packet, and as amended. Seconded by Mr. Nash.

**The vote was 6-0.*

3. DISCUSSION ITEMS:

➤ **Elect Chairperson**

Mr. Mulholland noted that when the Committee was created, there was no mention of appointing a Chair, and that the duties of the Chair have fallen to the City Manager, who is not a member of the Committee. Mr. Mulholland suggested that the Committee elect a Chair from among the members of the Committee.

Moved by Mr. Below to nominate Steve Whitman to serve as Chair of the Economic Vitality Exchange Committee.

**The vote was 6-0.*

➤ **Choose Representative to the Arts & Culture Commission**

The Committee discussed recommending to the City Council that it appoint Bill Dunn – who is not currently a member of EVEC - to serve as EVEC’s representative to the Arts & Culture Commission. Councilor Liot Hill agreed to speak with Mr. Dunn about joining EVEC and serving on the Arts & Culture Commission.

➤ **Review DRAFT development agreement for 20 Spencer Street**

Mr. Mulholland noted that the needed sewer capacity for a potential redevelopment of 20 Spencer Street will not be available, if at all, until the end of 2019 at the earliest. Therefore, the urgency to finalize the RFP has lessened, and the Committee has more time now to review and comment on its contents.

Following the discussion of the EDC charter below, Mr. Brooks reviewed the contents of the draft RFP and asked the Committee to review and comment prior to the next meeting of EVEC, and to focus in particular on Section 2 (the vision), Section 5 (development requirements), and Section 7 (selection criteria). Mr. Brooks reviewed the elements of the downtown visioning study that are incorporated into the draft. The Committee suggested that the RFP refer to recent development activity in the vicinity of the property such as the new Geokon building and the redevelopment of the Junior High School.

➤ **Discuss proposed changes to EDC charter and re-assess need for the creation of the EDC at this time**

The Committee discussed whether the proposed changes to the Economic Development Commission charter should be slowed given the sewer capacity issue which could delay downtown development. Councilor Liot Hill noted that economic development and implementing the downtown visioning study are broader than the issue of sewer capacity. The Committee discussed the role that the City does and should play in attracting certain new services and businesses, and how EVEC can assist.

The Committee discussed developing a proactive strategy for sustainable economic development as suggested in the Master Plan, and the possibility of naming the EDC the “economic vitality commission” to better reflect what economic development is from a governmental perspective, which is to improve quality of life. Councilor Liot Hill suggested that EVEC champion the downtown visioning study and the economic development chapter of the Master Plan.

The Committee agreed to continue as EVEC and to postpone the proposed changes to the EDC charter.

4. **FUTURE AGENDA ITEMS:** *(future agenda items were discussed as noted above)*
5. **NEXT MEETING DATE:** Wednesday, February 27, 2019
6. **OTHER BUSINESS:**

Mr. Mulholland noted that NHDOT has completed an assessment of demolition costs for Westboro Yard.

7. **ADJOURNMENT:**

Moved by Mr. Nash for adjournment. Seconded by Mr. Purcell.

****The vote was 6-0.***

The meeting was adjourned at approximately 4:56 p.m.

Respectfully Submitted,
Tim Corwin
Recording Secretary