

FINAL

**ECONOMIC-VITALITY-EXCHANGE COMMISSION (EVEC)  
WEST MEETING ROOM, CITY HALL  
WEDNESDAY, March 27, 2019  
4:00 PM**

**MEMBERS PRESENT:** Steve Whitman (Chair); Jeff Goodrich; Clifton Below (City Council); Rob Taylor (Chamber of Commerce); Chip Brown; Karen Liot Hill (City Council) Dan Nash; Dana Key; Kevin Purcell and Timothy McNamara (City Council)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Shaun Mulholland (City Manager); David Brooks (Director of Planning and Development)

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**1. CALL TO ORDER – Chair Whitman called the meeting to order at 4:02 PM**

**2. ACCEPTANCE OF MINUTES – February 27, 2019:**

*A MOTION was made by Jeff Goodrich to approve the February 27, 2019 Minutes as written. Seconded by Rob Taylor.*

*\* The vote on the MOTION was unanimous in favor (5-0). Dan Nash, Dana Key and Kevin Purcell abstained because they were not present at this meeting.*

**3. DISCUSSION ITEMS:**

**A. Implementation of the Master Plan: Responsibilities**

Rob Taylor (CHaMP for EVEC) gave an overview of what his meeting with Planning Staff entailed, noting the Google database which will be used to track what EVEC is doing and how EVEC matches up with Chapter 6 of the City's Master Plan. He will be keeping the Committee updated as things move forward. Mr. Brooks said the goal is to help inform the decision makers and the public of what is going on with the City's Master Plan.

At the next meeting, Mr. Taylor will inform the Commission about what EVEC has already completed in their Chapter 6 of the City's Master Plan.

**B. 20 Spencer Street – Complete Review of RFP; Recommendations to City Council**

Chair Whitman said the goal for this meeting was to take deliberate action on the 20 Spencer Street RFP so it can be given to the City Council. He noted that while the EVEC Charter is still unclear to him, his understanding is that EVEC would serve as a resource for the City's Boards/Committees/Commission and staff and provide recommendations, when requested, regarding economic development opportunities, strategic planning initiatives and other matters impacting economic development in the City. He also informed the Commission that the City Council will designate an RFP Committee who will review all RFP recommendations. The RFP Committee can either accept, reject, or make a recommendation to start the process over.

Mr. Mulholland informed the Commission about the time frame for when this RFP could be brought before the Council (sometime in May), the substantial policy issues the Council would need to review, and a possible construction start date, which would be between 2020-2022.

**Recommendations for the RFP:**

- Mr. Brooks said he tried to stream-line the 20 Spencer Street RFP proposal by focusing on the highlights/conversations from the last meeting, such as: Residential/Mixed Use; parking/off-site parking; and visioning studies.

Councilor Below offered some suggestions through an email regarding sustainability and energy goals. He also incorporated his suggested redlined changes into the draft that Mr. Brooks presented and explained what his edits were (e.g., surrounding standards from other communities and organizations) and why he added them as amendments to Mr. Brooks RFP proposal for the Commissions review. He also tried to refine the affordable housing gap between the developer and the City.

- A suggestion was made for the City to provide a dollar bonus to developers, such as property tax relief or a benefit for sq. footage, because of the cost of construction and return of investment for these units.
- Assistant Mayor McNamara suggested not encumbering developers with requirements but instead providing aspirational ideas/options regarding sustainable energy proposals that are above the current NH Energy Code.

The Commission discussed policy issues that need to be clarified and included in the RFP, such as: Encouraging high performance energy standards; market rates vs. affordable housing; viability of the downtown area (e.g., Rail Trail); if property is mixed use, all development needs to be above the first floor; the need for an unquestionable source for sewer at 20 Spencer Street; the Flood Plain; the use of more general language in the RFP; a definition of work force eligible housing vs. affordable housing by delineation of design instead of regulation; the Planning Board Process and if the 20 Spencer Street project could be streamlined; taxation on affordable units by the City's Tax Assessor; preservation of environmentally sensitive areas; parking space options; a potential bonus floor option for this site, which would require a change in regulations by the City Council, and; adding the survey and graphics of property into the RFP packet.

***Councilor Below MOVED to recommend to the City Council that the RFP move forward with the edits and concepts that were discussed at the March 27, 2019 EVEC meeting, with a FINAL Draft to be proposed by staff.***

***Seconded by Jeff Goodrich.***

***\*The vote on the MOTION passed unanimously (7-0).***

**4. FUTURE AGENDA ITEMS:**

**5. NEXT MEETING DATE: Wednesday, April 24, 2019**

**6. OTHER BUSINESS:**

**A. The Iron House Project:**

Mr. Goodrich recused himself from this discussion and left at approximately 3:45 PM.

A proposed Motion was handed out to the Commission. It was suggested that EVEC votes to support the recommendations for the Iron Horse Project put forth in this this Motion and have it presented to the Planning Board.

Assistant Mayor McNamara recused himself from this discussion because, as a member of the City Council, he felt he should not be recommending anything to the Planning Board.

Mr. Mulholland said that the Commission does not have all the information that will be going before the Planning Board to make a decision on this project.

Councilor Hill questioned whether this Commission should be making a policy recommendation to the Planning Board that differentiates some Extensions be treated differently from other Extensions and gave examples. She suggested some type of protocol be created so that different sized projects be treated differently in terms of their time-line extensions. It makes sense, that larger projects should have a little more time. She would feel comfortable participating in a discussion and possibly voting on a recommendation for a Policy but would not feel comfortable making a recommendation to the Planning Board on a "specific project."

No action was taken on the proposed motion.

A discussion took place regarding what EVEC's responsibilities are and what they are directed to do by Charter, which is to make their recommendations regarding economic vitality to the City Council. Another lengthy discussion took place regarding the history of the Iron Horse Project and what the impact (pros/cons) would be to the City of letting a project be extended for a number of years.

Chair Whitman suggested that EVEC cover what their job responsibilities are at the next meeting.

Councilor Hill informed the Committee that the Arts & Culture Commission has been appointed and their proposed meeting date is April 16, 2019. She noted that Mr. Bill Dunn is ready to join EVEC, and he needs to be appointed by someone to EVEC and then EVEC needs to vote to designate him to be the EVEC representative to the A&C Commission.

Mr. Mulholland said Mr. Dunn still needs to fill out an application so the City knows who they are working with, even though Mr. Dunn has been interviewed.

## **7. ADJOURNMENT-**

***A MOTION was made by Dan Nash to adjourn the meeting at 5:00 PM.***

***Seconded by Kevin Purcell***

***\* The vote on the MOTION was unanimous in favor (7-0).***

Respectfully submitted,  
Dona E. Gibson  
Recording Secretary