

FINAL

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

MEMBERS PRESENT: Steve Whitman (Chair); Chip Brown; Dana Key; Kevin Purcell; Rob Taylor (Chamber of Commerce); Karen Liot Hill (City Council) and Timothy McNamara (Mayor and City Council)

MEMBERS ABSENT: Clifton Below (City Council); Jeff Goodrich; Dan Nash

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

1. CALL TO ORDER – Chair Whitman called the meeting to order at 4:00 PM

2. ACCEPTANCE OF MINUTES – April 24, 2019:

Amendments:

A MOTION was made by Mayor McNamara to approve the March 27, 2019 Minutes as written. Seconded by Mr. Key.

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

3. DISCUSSION ITEMS:

A. EVEC's Responsibilities:

Mr. Mulholland read the EVEC Mission Statement to the Committee, as approved in 2013, as follows:

To sustain economic vitality through a unified shared community effort. To sustain Lebanon's Economic Vitalities for quality services to residences and visitors. To create an environment that will strengthen the economic vitality of businesses in the City of Lebanon. Sustain safe and reliable multi-load transportation services, business opportunities for all and a healthy environment and business climate. Sustain economic vitality through entrepreneurship. Stimulate the economic vitality of Lebanon by generating jobs and increasing investment in the community and promoting the startup, growth and attraction of businesses. Improve the overall well-being of Lebanon Citizens and preserve their quality of life. Promote and enhance the economic and vitality and a natural environmentally sustainable Lebanon community. Establish a sustainable economy with sufficient jobs, products and services to support the Lebanon community.

Mayor McNamara said this was an ambitious charge so the Committee may want to think about some prioritization. A discussion ensued about how to achieve this charge; adopting the EVEC Mission Statement as the Mission Statement for this group going forward for the intervening year until it transitions to the *Economic Development Commission* in order to make the transition more seamless; the importance of getting changes to the EDC Mission Statement before the City Council; repairing the language in both statements and possibly modify the proposed language for the EDC to incorporate some of EVEC's language where necessary.

Mr. Mulholland read the proposed language of the EDC Mission Statement to the Committee as it is presently written, noting that the City Council would have to change the Mission Statement that it presently has. A suggestion was made to recommend to the Council that the EVEC adopt the ultimate

language of the EDC Mission Statement, as an interim measure, for the period of time that EVEC continues to operate as EVEC. A discussion took place regarding the urgency for editing the language of EDC Mission Statement and the processes that the City Council would need to make.

***Mr. Taylor Moved that the EVEC make a recommendation to the City Council to adopt the EDC as aligned in this document before them as soon as convenient for them.
Seconded by Chip Brown.***

Councilor Hill reviewed the membership of the EDC with EVEC members. This would be a total of 11 members. A request was made to make the clarification in membership: 9 voting members plus two non-voting members, the City Manager and the Executive Director of the Chamber of Commerce, for a total of 11 members. A discussion of residency requirement clarifications took place.

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

B. Transition to an EDC in 2020 – included in “A” above.

C. Discussion of goals and objectives – RFP for the Downtown Redevelopment

Mr. Mulholland reviewed the Downtown Vision Plan and Tunnel Assessment from November 2016, which was emailed to all EVEC members for their review prior to this meeting. He noted the EDC would be creating a subcommittee, who would be doing the work on this and make recommendations to the full Committee.

The Committee discussed the development of 20 Spencer Street: a parking garage with surrounding development; how this Downtown Vision Plan may change because of the City’s consultants proposed recommendations, and; what a new RFP would look like compared to the 20 Spencer Street RFP (e.g., do streets move, are their new bridges across the Mascoma River).

Chair Whitman said the suggestions made would not be able to be answered before the (Planning) Staff came forward with their proposals/requests and asked that staff organize a discussion.

Mr. Mulholland asked what this Committee wanted to accomplish and gave examples. Suggestions and comments were made as follows:

- That a 30K ft. view be done.
- If it is necessary to do an RFP for the entire Downtown.
- How the City can leverage some of the ideas from residents to maximize the value of redevelopment.
- Should an RFP encompass the entire City-owned area (is that too much for people to absorb) or should the RFP be broken down into smaller pieces. Examples were given.
- The need to start talking about the big picture items, whether it be EVEC or the newly created EDC.
- The need to look at the major new neighborhoods in/along Rte. 120 : one with 250 (Timberwood Village), another 225 units, the Dartmouth property, and other properties being looked at for development.
- Having the Committee do a walk-about.
- Developing an agenda focused on addressing specific items to discuss.
- Having Staff give the Committee some touch points that would help guide any discussions.
- EVEC or EDC’s role in advocating for specific infrastructure-related projects that may have particular economic development impacts.

- Having the City Manager bring CIP projects before the Committee that would have positive economic impacts for the City of Lebanon.
- Involving EVEC in the Design Redevelopment for Downtown West Lebanon in the fall.

D. Tentative plan for review of RFP's for 20 Spencer St. in the Fall/Winter of 2019

Mr. Mulholland said this topic will be brought before the City Council on May 15, 2019, noting that EVEC should be making a presentation to the Council to vet any proposals they may have. This may take several meetings in the fall. He requested that someone from this Committee should be doing the speaking.

4. FUTURE AGENDA ITEMS:

- Staff to give Committee touch points on how to move forward with the big picture regarding an RFP.
- Discussion regarding approved/proposed CIP projects (e.g., Hanover Street, the Lebanon Green and others.)
- Formally vote to have EVEC appoint Mr. Bill Dunn, if he is approved by City Council, to represent the Committee on the Arts & Culture Commission. Mr. Mulholland said he will need to complete an application and have it submitted to the City Clerk, if he has not already done so.

5. NEXT MEETING DATE:

- **Wednesday, May 22, 2019**

6. OTHER BUSINESS:

7. ADJOURNMENT:

A MOTION was made by Mayor McNamara to adjourn the meeting at 5:00 PM.

Seconded by Mr. Brown.

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

Respectfully submitted,
Dona E. Gibson
Recording Secretary