

## **Tax Increment Financing (TIF) District Advisory Board**

### **2.18.10 Meeting minutes**

#### **BOS Meeting room**

##### **Present:**

John McCormack, Chairman  
George Infanti  
Al Hicks  
Mike Putnam  
Dave Roedel

##### **Excused:**

Tom Brennan  
Katie Chambers  
Janet Langdell  
Tom Wilson

Bill Parker, Director Community Development/TIF Administrator  
Jim DeStefano, Grubb & Ellis/Coldstream RE  
Shirley Wilson, Recording secretary

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J. McCormack called the meeting to order at 7:30AM.

##### **Review of Agenda & Minutes**

J. McCormack reviewed the agenda and highlighted sections of the previous meeting's minutes from 8/27/09.

G. Infanti made a motion to accept the minutes as written. M. Putnam seconded and all in favor.

##### **Brox Property Marketing Update:**

There was discussion on potential land purchase in the TIF District.

##### **Extension of the Grubb & Ellis Listing Agreement:**

J. McCormack said the current agreement has run its course and Jim has given us an initial yes for six months. He has been working hard and maybe things are looking better. G. Infanti made a motion to recommend extending the agreement. A. Hicks seconded and all in favor. B. Parker suggested extending the agreement to 12/31/10.

After a brief discussion pertaining to the former police station, J. DeStefano said that we should just keep our eyes and ears open for users or developers to keep on the sideline.

##### **Economic development Update:**

J. McCormack gave a brief synopsis of the overall activity of the Economic Development Advisory Council. Three specific areas or tasks were identified; an overview of our zoning, the website and policies and procedures. Each of the areas has made good progress.

**Policies and Procedures:** J. McCormack said this committee met with the various departments and most importantly, tried to get across the importance of customer service for our existing customers and putting our best face forward as far as any new development or investment in the area and we are getting close to presenting our final report. The response from the departments has been excellent along with their willingness to share insights. There are initiatives that need to be further encouraged such as Munis which supports the permits and tracks the time and paperwork, potential infield contact, and online permitting. We found the fees and rates to be quite reasonable and the communication between departments to be good, but once again there could always be more encouragement. We also met on multiple occasions with Water and Sewer and the communication and transparency has already improved. They shared some of their effort with ten year plans in regards to what developers could anticipate for utilities and capacity.

**Website:** J. McCormack said that the website is very important and it is our first opportunity to be noticed by developers and investors. We have a lot of information on our website but it can certainly be better presented and we can provide better access to that information.

**Zoning/Land use:** G. Infanti said the group met a number of times and reviewed the Rte 13 North/North River Rd corridor. The group brought some recommendations for a new zone, creatively mixing residential and limited

commercial, to the Planning Board who was somewhat receptive. However, some of the area residents were in attendance at that meeting and were not as in favor, even wondering why we were making changes at all. So we stepped back a bit to maybe look at it again for next year and shifted our focus to Elm St. Our next step may be a possible road trip to look at the properties that are vacant or that could be upgraded. We may want to set some standards for future development. It would be really interesting to have two committees looking at that area from two different angles. J. McCormack said that although this group hasn't met for six months or so, clearly some of the initiatives that came out of the TIF and MIDC effort continue to be nurtured and expanded to encompass the entire town.

**Re-appointment of John McCormack and Dave Roedel to TIF District Advisory Board:**

G. Infanti made a motion to recommend to the Selectmen the re-appointment of John and Dave if they are willing to continue to serve on this board. Their input has been invaluable and they have been incredible assets to this committee. M. Putnam seconded and all in favor. J. McCormack and D. Roedel both accepted the recommendation.

**Other business:**

**MIDC dissolution:**

J. McCormack said the MIDC has taken on a new life form as the EDAC. B. Parker said it was at the recommendation of the MIDC to turn over the \$7200 left in their account to the Town to be used for economic development purposes. A special revenue account has been set up for that and as the EDAC needs funds; they can make a request to Guy and himself. A. Hicks asked if it would become part of the regular budget. B. Parker said there has not been any discussion yet. A. Hicks inquired how many years were left on the Brox property bond. B. Parker replied maybe five years left; it started in 2000 and was a fifteen year bond. J. McCormack thanked Al for his long service and efforts.

**Development activity;**

B. Parker recapped activity since the last meeting.

- Alene Candles is going before the Planning Board later this month with a 17,000SF warehouse addition.
- Hollis Line Machine had discussions with Jack Dugan about a potential CDBG grant for equipment, creating 35-50 new jobs; however, they decided not to pursue that and are still very busy. J. McCormack suggested a business visit to Hollis Line. G. Infanti said he would also like to go to see the operation.
- Family Dollar is looking to move into the space by the River Card Room.
- There is continuing interest in development on the former McDonalds site. M. Putnam said the Water and Sewer commissioners are looking at possible well locations across the river. Would a gas station be appropriate? B. Parker said they got through the Zoning Board for the wellhead protection because of all the environmental protections now.
- The Ninety-nine restaurant renewed their building permit.
- A drug store company came in to meet with staff looking for property in town.

G. Infanti said in Amherst there are plans for the former Ceratec building and we are still working on the 101A corridor.

**• Next meeting**

The next meeting will be determined at a future date.

The meeting was adjourned at 8:30AM.

**Continuing items:**

- ⇒ Economic Development updates
- ⇒ Meet with local businesses
- ⇒ Education and exposure
- ⇒ Maintain an on-going progress file.
- ⇒ Continuous revisions/updates to the Economic Development Self Assessment survey
- ⇒ Vacant lands inventory