



City of Rochester, New Hampshire  
Office of Economic & Community Development  
33 Wakefield Street, Rochester, NH 03867  
(603) 335-7522, [www.rochesterredc.com](http://www.rochesterredc.com)

Rochester Economic Development Commission  
Minutes – October 27, 2022  
Rochester City Hall Annex  
33 Wakefield Street, Rochester, NH

**Members Present:** Jonathan Shapleigh, Marsha Miller, Kris Ebbeson, Ron Poulin, Kristen Bournival (remote), Paul Giuliano, Janet Davis, and Mayor Callaghan

**Members Absent:** Whitney Apgar, Tim Jones

**Others Present:** Mike Scala, Jenn Marsh

**Meeting Agenda**

- A. Chairman Giuliano called the meeting to order at 4:02 pm.
- B. Ron made a motion to approve the August 16, 2022 minutes. Second by Janet, all in favor.

**C. Public Input**

None

**D. Ten Rod Industrial Park Covenants and approval required for 35 Industrial Way**

Jenn said that an Attorney for 35 E Industrial Drive reached out to her to request an approval from the REDC on the re-subdivision of their lot. The covenants for the park (attached to minutes) depict in step 6 and 9 the requirement of the City and REDC. Jenn discussed the covenants with the City Attorney and he noted the REDC can give the approval for both steps. Jenn had sent out all supporting documents from the developers Attorney for review before the meeting. Ron asked what the reason for the re-subdivision was and Jenn replied that the current owners of 35 Industrial plan to sell the land to a business in the park for expansion. Committee members agreed that allowing a Rochester business to expand in their current location was important, especially with the lack of vacant industrial land in the area.

Janet made a motion for the REDC approve the re-subdivision for 35 Industrial Drive. The approval includes the REDC approval on behalf of the City of Rochester in two capacities as noted in attached letter from David Francoeur, Manager, IWR LLC. Marsha seconded the motion, all in favor.

**Ten Rod Road Industrial Park Signage**

Jenn mentioned she had a conversation with the Developer and Realtor regarding the potential need for more signage as the lease the building space. Jenn said she would bring the conversation to the REDC to make the Committee aware that the signage discussion might come before the Committee again in the near future. The REDC discussed this in the few years and Jenn will pull the minutes from the last conversations when the developers

note there is a need. Prior discussion were to add a new sign next to the current sign where all the panels are full.

Jenn noted the REDC has agreements to manage the Ten Rod Road Industrial sign as well as the Granite State Business Park Sign (GSBP). In the yearly GSBP TIF Advisory Board meeting last week, it was brought to Jenn's attention that the sign is out of date. Jenn drove by and noticed that there are three businesses with signage that are no longer in the park and should be removed. Jenn said she would pull up the sign agreements and review to see the process. Mike mentioned he could potentially ask for a CIP budget item for the updating of both signs in the FY24 budget. Currently there are no funds set aside for the upgrades/maintenance. Previous upgrades/maintenance have come out of the ED budget.

**E. ED Fund Planning Committee**

Mike discussed the need to set up an ED Fund Planning Committee. The committee will review and create some parameters of the fund that will be sent to City Council for approval. Mike will see if there is anything similar in the local area to use as a guide to establish the framework of the Rochester fund. Marsh mentioned it might be a good idea to break Rochester up into specific areas to be used by the fund. The Committee discussed other potential projects and also talked about the current RSA 79E projects in the downtown.

**F. Zoning and Project Updates**

Marsha asked for updates on properties for sale around the City. Mike mentioned the walls were being finished up on 45-55 North Main to support the neighboring buildings. Fownes Mill is hoping to be completed in the spring. Marsha asked if we had any involvement in the rezoning request of the Gonic Brickyard. Mike said that Economic Development was involved but not through the REDC. Mike talked about adding parcels to downtown commercial zone and that is currently going through the rezoning process. The second reading and vote will be at the November 1 City Council meeting. These properties would not require commercial on the first floor but they would fall under the relaxed density for the downtown commercial.

**G. July Meeting**

Mike will be looking for funds to update the Economic Development Master Plan in the FY24 budget. The plans should be updated every 5 years. Jenn mentioned the current plan could be found on the website and asked members to review and check off items that we have already accomplish and come up with new ideas for the next plan.

**H. Other**

Paul gave his resignation at the meeting. He no longer is a Rochester resident and has taken on a larger role at Great Bay Community College which does not leave him a lot of time. He said how great it has been to Chair the REDC and would happy to help out in future projects as a volunteer. Janet made a motion to accept Paul's resignation with regret, Marsha seconded the motion, all in favor.



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Jenn noted that we resignation would be sent to the City Clerk's office for the City Council to vote on. Jenn stated that the committee would need to suggest a new Chair and Vice Chair and Vice Chair to the Mayor for his approval. Jonathan offered to fill in until the end of 2022 as Chair and Ron offered to take the Vice Chair role. Marsha made a motion to recommend Jonathan as Chair and Ron as Vice Chair until the end of 2022 to the Mayor for his approval.

Paul made a motion to adjourn the meeting at 4:56, Ron seconded the motion, all in favor.

The next meeting will be held in the Cocheco Room of the Annex on November 17, 2022. Please note this is one week earlier due to the Thanksgiving Holiday.

Respectfully Submitted,  
Jenn Marsh