



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

Rochester Economic Development Commission
Minutes – June 22, 2023
Rochester City Hall
33 Wakefield Street, Rochester, NH

Members Present: Whitney Apgar, Ron Poulin, Kris Ebbeson, Jonathan Shapleigh, Marsha Miller, Janet Davis, Kristen Bournival, Tanya Hervey,

Members Absent: Tim Jones

Others Present: Jennifer Marsh, Mike Scala, Mayor

- A. B and C: Chairperson Shapleigh called the meeting to order at 4:10pm.

Meeting Minutes

- A. Roll call attendance was taken as part D of the preamble.
- B. Janet made a motion to approve the May minutes. Marsha seconded the motion. Roll call was taken, all in favor.
- C. Public Input
None at this time.
- D. REDC Website Update
Mike provided an update that the REDC will be contracting with Chris to create a new REDC website. It will also include a counter that provides number of hits, where they are from and how long people stay on the site. Expected to start production/migrate in July and will be reviewed by the REDC at meetings before going live to the public. Jonathan asked if there is anything members need to prepare for the site going live. Mike sated nothing at this time.
- E. ED Fund Proposal
Jonathan asked if the members have any final comments on the document proposal. No further comments from the REDC members. The Mayor just noted that the important piece is the 2/3 vote from REDC for approval. Jenn noted REDC will be trying to get on the July City Council workshop. Mike noted that this proposal should not need approval from City Council and is just an informative session. Jonathan noted he will be unavailable for the July meeting, but Ron could step in if needed. It could also be pushed to August if necessary. The Mayor recommended to stay with July.
- F. REDC Housing Discussion & Ordinance
Mike noted he has been working with Terrance on items going to the code meeting – specifically the RSA updates. This will take place in July. Council will need to provide final approval after the code meeting.
Mike noted there is an RFP out for the old DPW site on Old Dover Road due August 9th. The Council will be reviewing and selecting the proposals. Jonathan asked if RFPs could be shared with the REDC to provide a recommendation for City Council.



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

G. July City Council Workshop

Jenn asked for confirmation for when Jonathan will be presenting. Jonathan said if he needs to be there, it would have to be in August. Mike noted he has been discussing potential projects with developers, and Jonathan has been reviewing potential projects with developers as well. Urgency of projects could impact attending the July vs August City Council meeting. Jonathan asked if a project priorities spreadsheet should be created. Mike noted it may not be a bad idea to track potential projects, potential property to acquire and status of projects/properties. Jonathan asked the REDC members if there is an interest in putting an initial offer in on an HCA property downtown. The members agreed as it is expected to have a long process and if successful could create a pathway to continue development in the Downtown. Jonathan made a motion to submit an offer on the HCA property, contingent on City Council approval. Marsha seconded the motion, all in favor. Jonathan and Mike will work with Terrance and Mike will provide updates to the REDC.

H. Membership Updates

Jonathan noted City Council Appointments committee has reviewed a couple of applications. For future applications, the REDC would like to have attendance considered as factor for application acceptance.

I. Other

Jonathan made a motion to adjourn at 5:17 pm, Ron seconded. All in favor.

The next meeting will be August 24 at 4pm.

Respectfully Submitted,
Whitney Apgar