



City of Rochester, New Hampshire
Economic Development Department
33 Wakefield Street, Rochester, NH 03867
(603) 335-7522, www.RochesterEDC.com

Rochester Economic Development Commission
Minutes – January 28, 2020
Rochester City Hall Annex – Cocheco Conference Room
33 Wakefield Street, Rochester, NH

Members Present: Jonathan Shapleigh, Troy Dillow, Kris Ebbeson, Paul Giuliano, Marsha Miller, Whitney Bolton

Others Present: Mike Scala, Jenn Marsh, Jim Campbell, Tom Perkins, Barbara Holstein

- A. Chairperson Shapleigh called the meeting to order at 8:05 AM
- B. Troy made a motion to approve the minutes as presented. Paul seconded the motion. All in favor.
- C. Mayor McCarley has reached out to Mr. Scala requesting him to have a discussion regarding the housing and the current lack of housing in the Seacoast. The Mayor and Mr. Scala discussed the possibilities of holding a meeting and inviting regional developers to discuss housing in Rochester and how we can all work together to help increase the housing stock.

Mr. Giuliano asked if Impact Fees would be assessed for new developments. Mr. Campbell answered that yes they will. There are waivers available. Mr. Dillow requested data be provided on any shortages and local and regional numbers on these issues. Ms. Bolton and Ms. Marsh will reach out to some local resources and report back next month about the potential to hold a forum in Rochester.

Mr. Campbell discussed the planning department's take on housing on Route 11. He noted the last ten years the City has been working on developing outside of the city center and now that efforts are to redevelop downtown. He noted that development should start from the city center and then outwards. His department will be presenting the Downtown Master Plan in the spring to City Council and he suggested other housing discussions take place when that has been approved. Mr. Dillow asked if both redevelopment of the downtown and other projects could happen at the same time and the answer was yes, but Mr. Campbell suggested we keep moving forward right now with downtown. Ms. Marsh suggested she start working with Ms. Bolton on the housing forum and see if they can tie in discussions with housing on Route 11 at the same time. She noted the forum/discussion could be scheduled for the spring. She and Ms. Bolton will update at the next meeting. Mr. Campbell noted his department would be working on the land use chapter updates, anticipating that to be completed by June. He noted that the conversation on housing can be incorporated into those changes if necessary.



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Mr. Giuliano noted after this discussion that Great Bay College is looking for an advisory board member. Anyone interested should reach out to him for more information.

- D. Loan Committee Structuring: Mr. Shapleigh and Mr. Scala discussed the potential for a revolving loan fund using Business Finance Authority funds. The source of funds could be from somewhere else or combined with other resources. They discussed the REDC would run this program and the need for a committee to begin structuring the process in order to present the program to City Council in the future. Mr. Shapleigh, Mr. Giuliano, Mr. Dillow, Ms. Bournival and Mr. Scala all expressed interest in being on the loan committee. Mr. Scala will reach out to staff in regards to adding some members from the City. Mr. Shapleigh and Mr. Scala will meet in the near future to discuss the process, next steps and parameters of the committee, they report back in February.
- E. Dirigo Architects and LDI update: Mr. Perkins was contracted by the City through a request for proposal (RFP) process. His company Dirigo Architects will be the OPM for the LDI project. His firm is currently drafting and RFP for the design and build of the new LDI building on Airport Drive. Mr. Perkins job is to oversee the project and manage the deal from start to finish. He toured LDI last week to get an understanding of the requirements the company will need in their new building. The RFP for design and build will go out shortly with a final bid date of March 5th currently. Once those bids are in a committee will be formed to score and interview the prospective bidders (not all bids will be asked in for an interview).
- F. Adjourn: Marsha made a motion to adjourn the meeting at 9:38 AM, seconded by Kris. All in favor.

Next Meeting is scheduled for February 25th at 8:00 AM. Location should be off site so please look at agenda in advance of the meeting.