



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 – May 4, 2021  
Rochester City Hall Annex – Online Teams Meeting  
33 Wakefield Street, Rochester, NH

**Members Present Remotely:** Jonathan Shapleigh, Paul Giuliano, Whitney Belton, Janet Davis, Mark Hourihane, Kristen Bournival, Ron Poulin

**Members Absent Remotely:** Marsha Miller, Kris Ebbeson

**Others Present:** Mike Scala, Jenn Marsh, Tracey Cutler, Mayor Caroline McCarley

- A. B and C: Chairperson Shapleigh read the preamble and called the meeting to order at 8:06am.
- D. Roll Call attendance was taken.

**Meeting Agenda**

- A. Roll call attendance was taken as part D of the preamble.
- B. Ron made a motion to approve the March minutes. Paul seconded the motion. Roll call was taken, all in favor.
- C. Jonathan led a discussion on the LDI reimbursement. Jonathan explained that he and Mike review each change order and pay requisition. Blaine also reviews and signs these documents. Mike explained that the agreement with LDI included approval of funds for specific uses. Anything outside of the originally agreed upon budget is the responsibility of LDI to pay. The REDC members agreed that the current review process is acceptable but would like to review any significant requests, preferably at the monthly REDC meetings, but if time is of the essence, to review via email.
- D. Review of REDC authorities  
Jonathan will be sending the REDC members the RSA regarding REDC authorities in order to keep all the members up to date. Paul agreed that reviewing the RSA periodically as a commission will be helpful to maintain the REDC mission and goals. All members are encouraged to review the RSA for discussion at the next REDC meeting.
- E. 2021 Roles, Mission and Goals  
Jenn screen shared the most recent goals. REDC will be reviewing this list on an ongoing basis to present a yearly updated to the City Council. Whitney Belton was added as an additional Point Person from REDC to the goal of Repositioning Underperforming Properties. Jenn also recommended adding a member of the planning board. Mike suggested meeting as a subgroup, as needed or every other month. Jonathan suggested making a list of “target properties” for development. Jenn brought up that there has not been much progress regarding Opportunity Zones and refocusing on other items. Jonathan has seen them used successfully outside of Rochester, but Jenn noted there has not been interest in utilizing these zones within Rochester. Mike explained that Opportunity Zones allow for investment in Capital Gains and that they are used most frequently in urban settings.



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Mike also noted that there may be someone interested in opening an Opportunity Zone Downtown.

Paul stated he can act as a liaison to the Planning Board and Zoning Board.

Invest in Neighborhoods – Paul recommended having someone from REDC serving on Public Works Committee. Mark explained it is very beneficial to have the information from other committees as they are relevant to REDC discussions. Jenn suggested designating REDC members to follow along with the monthly meetings of other Committees, instead of joining the Committees. Mayor McCarley noted there may be some ideas coming forward on neighborhood investments, based on discussions the City is having with other NH cities.

Jenn provided an update on the Downtown Building Owners Association. She stated she will be working with Matt Wyatt to talk about this on the podcast. Jenn and Mike continuously discuss the opportunities available for building owners to develop their properties. Jenn stated she will provide another update at the next REDC meeting.

Mike provided an update on Skyhaven Airport. A mechanic has opened up shop on site. Ideally, they would like to have some kind of food service on site, but Covid-19 has reduced the growth of food service industry. There are quarterly meetings to discuss the Airport. Jonathan asked about the size of the airstrip and what types of planes can utilize it. Mike stated small jets can clear the strip.

The rest of the goals list will be reviewed at the next meeting.

#### F. Project Updates

**Chinburg** – construction is ongoing, Underground parking is complete. Target opening has moved to January/February 2022 due to the construction supply shortage. Next steps including running water pipes under and paving Water Street.

**38 Hanson** – ongoing discussions with developers as they go through due diligence phase.

**Ainsley building** – new windows have been cut in for units

**13 Sawyer** – zoning change was successful. Developer is in due diligence phase.

Mike provided an update that 2 CIPS coming up for 11 Barker and for the acquisition of rights of way for Water Street. There are 3 ongoing projects at the Business park: LDI, Pella, Prep Partners.

**Waterstone** – was granted a continuance for the Phase 2 pads

Jonathan asked if there have been any retractions due to the rise in construction costs. Mike noted there may be, but as of now it is just longer lead times.

#### G. Other: Jonathan noted the YMCA is doing some strategic planning and is including the ED department in those discussions.

Jenn stated in person meetings are now an option for REDC, as long as a majority is in one location. Jenn will follow up via email with REDC members to decide if REDC will continue virtually or in person.



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Mark made a motion to adjourn the meeting at 9:10 am, Paul seconded the motion. Roll call was taken, all in favor.

The next meeting will be held via Microsoft Teams and/or in person on May 25 at 8:00am.

Respectfully Submitted,  
Whitney Belton

**For 2019 Goals/Tasks/Projects:**

<b>Rank</b>	<b>Task/Project</b>	<b>Involvement</b>
<b>1</b>	<b>Establish a Loan Committee</b>	TBD
<b>2</b>	<b>Reposition Underperforming Properties</b>	REDC, ED Staff, Planning
<b>3</b>	<b>Visibility and relationship building with key players in the City</b>	REDC, ED Staff
<b>4</b>	<b>Invest in Neighborhoods</b>	REDC, DPW, Planning, CDBG, RFD, RPD, Mayor, CC
<b>5</b>	<b>Downtown Building Owners Association</b>	ED Staff, BZLS, RFD
<b>6</b>	<b>Maximize the Economic Impact of Skyhaven Airport</b>	SACC
<b>7</b>	<b>Zoning Recommendations</b>	REDC, ED staff Planning, BZLS
	<b>Educational Task Force</b>	Tech Center, GBCC, ED staff
	<b>Expand Industrial Parks, Develop &amp; Enhance Parks</b>	ED staff, CM
	<b>Support the Opera House Board of Directors</b>	REDC, Opera House Board

	<b>Tax Base Analysis</b>	Jon Rice, CM
	<b>Business Retention &amp; Expansion</b>	REDC, Mayor & CM, ED staff
	<b>Exit 10 &amp; Spaulding Turnpike</b>	ED staff, DPW, Mayor & CM
	<b>Master Plan for Rochester Fairgrounds</b>	REDC, CM, Mayor, ED Staff

# Rochester Economic Development Commission

Description	Status
Create a loan committee and process to utilize REDC's authority as a lender	Ongoing
Leverage funds and incentives to encourage rehabilitations, investments. Opportunity Zones, ERZ zones, 79e	Opportunity Zone portfolio to be developed-work with SEDC Meet monththly to discuss underforming properties that can be redeveloped
This includes our local government, local developers and resources	ongoing
Downtown nighborhoods, water, sewer, sidewalks, streetscapes, community policing and safety.	Workforce Housing Charette completed in the fall of 2018 - Jenn will monitor Public Works agendas
Support a grass-roots organization where building owners can network and improve Downtown maintenance standards	Landlord Meeting on hold. Workshop or podcast potential 2021
Assist with the expansion of development opportunities with hopitality and restaurants to benefit the airport and the GSBP	Mike is on the SACC committee
Support changes to density and parking requirements for Downtown - Bendon Adams Report	Ongoing
Promote training and educational opportunities to small businesses. Encourage internships, job shadowing, business participation on advisory boards.	check in a few times a year
GSBP expansion continuing, follow zoning discussions & advocate for industrial, plan for new parks and utilities	check on inventory a few times a year
Work with Opera House on alliances to other performing arts venues. Support Performance & Arts Center	check in a few times a year

Maximize the fiscal benefits of tax base investments and stabilize the property tax rate - get Concord example from RKG	Invite Jon Rice to an REDC meeting
Staff schedules regular visits to business and industry. Survey business needs. Schedule REDC meetings at business locations.	Ongoing project though 2019.
Exit 10 is supported by SRPC, will need regional support. Assistance by Albany & Safran, others.	still on 10 year plan
Work with RAMA on expanding entertainment options and potential development of the Fairgrounds property.	check in as needed

**Point Person**

Jon, Kristen, Mike, John Hall, Paul

Mike, Whitney, Shanna or planning representative

All

Jenn, Julian, Kris, Mark, Janet

Jenn, Kris

Mike and Paul

Michelle, Mike, Jenn, Paul

Jenn, Paul, Marsha

Mike, Jenn

Kris, Marsha



Jon Rice

Jenn, Jen, Mark, Janet

Mike, Peter N

Jon, Mark



