

# Tax Increment Financing District Advisory Committee

## Meeting Minutes

July 12, 2016

9:00 AM Council Chambers, Hooksett Municipal Building

### Call to order

Meeting called to order at 9:11 AM.

### Roll Call

Committee members present: Dick Marshall, Don Winterton, David Scarpetti, Paul Scarpetti and Sid Baines.

Staff members present: Katie Ambrose, Project Coordinator; Jim Donison, Assistant Public Works Director/Town Engineer; Jo Ann Duffy, Town Planner; Bruce Kudrick, Sewer Superintendent; Christine Soucie, Finance Director.

Also present: Stuart Arnett, Arnett Development Group (ADG).

### Purpose

K. Ambrose reviewed that this group is meeting as recommended in ADG's *Hooksett Sewer Line Feasibility and TIF Financing Report* to explore and determine the Town's policy as to a 3A sewer line and to explore cost-sharing options.

### Timeline

S. Arnett advised that in order to stay on track with the budget process, the group has approximately ninety (90) days before they should report back to their respective boards and the Town Council with their recommendations. The budget process was reviewed and a deadline of mid-October was established with the potential for a joint meeting between the Planning Board, Economic Development Advisory Committee and Sewer Commission. The possibility of a community informational meeting was discussed before presenting to the Town Council at their October 26, 2016 meeting.

## Cost Sharing

S. Arnett reviewed some preliminary cost sharing options that will be considered further following the upcoming engineering assessment. In order to establish an agreement the questions of how much money and when (those funds would be paid or bonded) need to be answered. Potential participants in cost sharing include the Town, existing users, new users, Sewer, outside funding (i.e. grants) and the TIF. The Town and existing users would pay more up front and are the only participants who could bond, while Sewer would have more funds available as new users connect. The TIF would collect funds start to finish and as it continues, the exposure for those that paid upfront costs would decrease. The first major cost involved would be for additional engineering services at approximately \$250,000.

## Water Lines

Discussion ensued about the availability of water lines in the potential district and how that would be addressed. It was determined to invite Hooksett Village Water Precinct to the next meeting to discuss the TIF and their franchise within the proposed district boundaries.

## Organization & Meeting Schedule

There was consensus that K. Ambrose would act as Project Manager to serve as the point of contact between the group and consultants, and that future meetings would be held every other Tuesday at 9:00 AM in Council Chambers, starting on July 26<sup>th</sup>.

## Next Agenda Items

- Invite Village Water Precinct
- Engineering presentation and Q&A
- Select a sewer routing option

## Adjournment

D. Winterton motioned to adjourn at 10:33AM, seconded by D. Scarpetti. Moved unanimously.

Respectfully submitted,

Katie Ambrose  
Project Coordinator