

Tax Increment Financing District Advisory Committee

Meeting Minutes

July 26, 2016

9:00 AM Council Chambers, Hooksett Municipal Building

Call to order

Meeting called to order at 9:06 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; Christine Soucie, Finance Director; Michael Heidorn, Hooksett Village Water Precinct Superintendent.

Also present: Stuart Arnett, Arnett Development Group (ADG); Christopher Perkins, PE, Weston & Sampson.

Election of Chair

D. Marshall nominated Donald Winterton as Chair, seconded by D. Scarpetti. All voted in favor.

Approval of minutes deferred to the end of the meeting.

Old Business

The group reviewed the proposed meeting schedule and finalized without any changes. All meetings through October 11th will be held at 9am in Council Chambers. The meeting on October 17th will be held at 6pm in Council Chambers, the community outreach meeting will be held on October 19th in the evening at the Library if possible, and the group will be presenting to the Town Council at their meeting on October 26th.

New Business

S. Arnett reviewed a revised spreadsheet on the estimated value of a potential TIF district from ADG's report "Financing Commercial and Industrial Sewer Infrastructure". Since the report was presented, some information regarding the parcels in the potential district area has been updated. The spreadsheet explores what a 5%, 10% and 20% increase in development within the TIF would do for the assessed values.

Denise Grafton, committee member, arrived at 9:19am.

C. Perkins presented a memorandum on sewer cost assessment considerations which provided bond payment alternatives and other considerations related to a major sewer extension. C. Perkins noted that residential properties were not included in the TIF calculations but were included in the engineering study area.

Staff member Bruce Kudrick arrived at 9:28am.

S. Baines and B. Kudrick noted that the last major sewer expansion in Hooksett was Whitehall Terrace in the mid-1980s.

C. Perkins discussed that sewer betterments are the most common payment tool and would recommend one betterment policy for the entire town if Hooksett would like to move in that direction. The group discussed privilege fees which could capture the 10-20% of new users that do not have frontage and would not have a betterment.

D. Grafton asked if a pay matrix could be established which would incentivize lump sum or timely payments. C. Perkins said that it would be a possibility but would need to be reviewed by legal counsel.

The group discussed potential phasing options such as establishing a station and a crossing first and then adding on exit 11 later. There was a consensus that if any action is taken, at a minimum the TIF district should be established first.

Chair Winterton left the meeting at 10:30am and asked D. Marshall to run the meeting in his absence.

Discussion ensued about the existing district that is currently at exit 11 which could be expanded, but development plans would be required to move forward with that expansion.

M. Heidorn was asked about water lines and how far Hooksett Village Water Precinct owns within the potential (new) district boundaries. M. Heidorn stated that Village Water owns down to Northeast Record Retention on Route 3A, and that there is an approximate $\frac{3}{4}$ mile gap between their lines and Manchester Water Works. The majority of that gap is owned by Village Water.

Next Agenda Items

- Village Water Precinct feedback
- Selection of a sewer routing option

Approval of Minutes

S. Baines motioned to approve the minutes from the July 12, 2016 meeting with no amendments, seconded by D. Scarpetti. Moved unanimously.

Adjournment

S. Baines motioned to adjourn at 10:45AM, seconded by P. Scarpetti. Moved unanimously.

Respectfully submitted,

Katie Ambrose
Project Coordinator