

Jaffrey Economic Development Council

Draft Minutes 5/25/16

9:00 am Town Office

Present: Bill Schofield, Chair, Dominique Caissie, Peter Chamberlain, Sam Hackler, Don MacIsaac, Ed Merrell, Mike Shea

Max Mitchell, Jaffrey Chamber of Commerce

Staff: Jo Anne Carr

1. TIFD Advisory Committees

In response to a recent memo from Dave Caron regarding the composition of TIFD Advisory Boards and administration, Bill opened the discussion by reviewing the current membership and which EDC members represent either one or both of the TIFDs. The summary is as follows:

	Downtown	Stone Arch Bridge
Alvarez	√	
Caissie	√	√
Chamberlain		√
Davis		
Furze	√	√
MacIsaac		
Merrell	√	
Hackler		
Schofield		
Shea	√	

The recommendation from Dave to the Selectmen is to appoint an 11 member EDC, several names were forwarded which could also represent the SB TIFD. Discussion on the administration of the two advisory boards included requiring these members attend a mandatory meeting in the fall prior to budget season to approve the respective TIF District budgets.

A concern was raised that while the current administration of the TIFDs meets statutory standard, it fails to meet the Town Meeting vote. In 1999 the administration of the TIFDs was delegated to the EDC, which had a 9 member board, did that action over-ride the TM vote? Does this new recommendation comport with the original TM vote? The question remains whether the Selectmen have the authority to change the charge authorized at Town Meeting in 1999. If not, then the preferred solution is to solicit a greater representation for both districts.

Jo Anne will draft a response from the EDC to the proposed Selectmen’s resolution. ¹

2. Sub-Committee Updates

The assessor is reviewing the memo from the EDC regarding industrial land valuations.

The proposed change in TIFD boundaries is pending Town Manager recommendation.

¹ On review of the TM warrant which authorizes the appointment of a 9 member advisory board (for the DT TIFD) and a 5 member advisory board (for the SB TIFD) “in accordance with the provisions of NH RSA 162-K:14”, it appears that the EDC is in compliance with both statute and TM vote as statute specifies that the “majority of members shall be owners or occupants or real property within or adjacent to the development district”. (jc 6/24/16)

3. Available Spaces Tour

In the context of a business visitation program, Jo Anne suggested that a sub-committee develop a proposal for an available spaces tour (new development and redevelopment) to be considered at the August meeting. This should address downtown spaces as well as those larger facilities within the industrial districts. The tour could be planned for the fall. Max and Bill offered to advise.

The NH Small Business Development Center has a new Executive Director, Nancy DuBosque, who would like to attend the August meeting

4. Status reports/Other

The Planning Board is moving forward with the visioning piece of the Master Plan. Outreach will be happening through the summer, it is important for the EDC members to assist in this effort to gain as much input from the community at large. Jo Anne asked members to make an effort to assist in the survey and outreach.

The Selectmen has opted to put the Elite Laundry parcels out for bids as tax deeded property. Notices will be in the Ledger Transcript and Keene Sentinel on three consecutive Thursdays beginning June 23. Bids are due July 29, 2016. A notice is on the town website and at the library.

Peter Chamberlain, on unanimous vote, was elected Vice Chair of the EDC.

5. Adjourn

NEXT MEETING: August 24, 2016