

**Town of Boscawen
ECONOMIC DEVELOPMENT COMMITTEE
FINAL MEETING MINUTES
Tuesday, February 6, 2024, at 5:30 p.m.**

Members Present: Barbara Randall – Chair, John Porter – Vice Chair, Adele Sanborn, Mason Donovan, Lorrie Carey – Ex-Officio, Vincent Pagano – Central NH Regional Planning Commission & Mike Tardiff – Central NH Regional Planning Commission

Members Excused: Tom Laliberte

Members Absent: Sean Goldman

Staff Present: Kellee Easler – Planning and Community Development Director, Ruth Ashby - Planning and Community Development Assistant & Katie Phelps – Town Administrator

Guests Present: Charlie Niebling

Chair Randall opened the meeting at 5:30 p.m.

PCD Director Easler completed roll call.

Minutes:

Ex-Officio Carey motioned to approve the 1/02/24 draft minutes as presented. Seconded by Vice Chair Porter. All in favor. None opposed.

Old Business:

Grant Subcommittee Update: Mr. Niebling said he, Ex-Officio Carey, Vice Chair Porter and PCD Director Easler met back in January. He provided the notes taken from that meeting. The next steps that were identified and have been completed included: organize a site visit/walk, get on NH Division of Parks Land and Water Conservation Fund (LWCF) notification list, research past Boscawen LWCF grant projects, create a preliminary site schematic (not to scale), and identify potential partners and sources of match. Mr. Niebling provided the preliminary site plan as a visual representation of what was discussed. The plan included two potential locations for a 30' x 50' pavilion, an observation deck, a stone wall (materials would be taken from the Commercial Street mills), and a possible expansion/renovation of Dorval House restrooms. Mr. Niebling spoke with Mr. Will Gegas from NH Division of Parks, and he seemed intrigued by the project proposal. He said once the planning is a little further along with a preliminary budget he'd like to sit down to talk about the project. One thing Mr. Gegas mentioned was that the interpretive piece that Boscawen is required to incorporate into the pavilion cannot be funded by the grant. The grant is strictly for recreational infrastructure. Ex-Officio Carey added since the Subcommittee met, the town's annual budget has moved forward through the Advisory Budget Committee process.

Money was put aside in the Parks & Rec Capital Reserve Fund, specifically for improvements to Dorval House. She said a member of the public had asked during the public hearing if that budget was necessary. Ex-Officio Carey said if we can go forward with renovations to the bathrooms at Dorval House, such as making the bathrooms ADA Compliant, we would need the Parks & Rec Capital Reserve Fund expenditure to do that. There is currently \$5,000 in that CRF and there is due to be another amount voted on at Town Meeting. She thought it could be worthwhile to explain to the voters what is coming for that area, and that it would be important to save money so the grant can be matched. Chair Randall asked if Dorval House was currently ADA Compliant. PCD Director Easler said there is a wheelchair ramp on the backside of the house. Mr. Donovan asked what the minimum amount for the grant match would be. Mr. Niebling said the minimum request amount was \$50,000 and requires a minimum 1:1 match. The maximum was \$500,000. The Subcommittee approximated a \$250,000 total budget for the proposed project which would include the pavilion, the renovations to Dorval House, the observation deck, the stone wall, lighting, electrical upgrades, and security. Mr. Donovan thought that was a very conservative budget. PCD Director Easler agreed. Mr. Niebling reminded the EDC that they were hopeful to generate quite a bit of match in the form of outright donations and contributions, as well as in kind contributions. Mr. Niebling spoke with Conservation Commission Chair Alan Hardy about using timber from the Town Forests. He was very supportive. Mr. Niebling thought the harvesting, trucking, and milling would cost little to no money. This would be a large match. Mr. Niebling thought the next step would be to take a site visit/walk, posted as a public meeting, to decide where the pavilion should be placed, and to decide to what extent the restrooms would be part of the project. All concurred. Mr. Tardiff asked what the condition was of the courts at the park. Mr. Donovan said they were in great shape, having been resurfaced last year. Mr. Tardiff asked if there had been any talk of any other recreational needs that could be incorporated into this project. Mr. Niebling said there was some discussion, but ultimately what he previously stated was what had been decided upon. Mr. Niebling also reported that the Boscawen Town Park has received three LWCF grants since the early 1980's. Mr. Tardiff stated it is helpful that this location has received LWCF grants in the past. Ex-Officio Carey said they discussed tying the park into the Northern Rail Trail. She said there really is nowhere for residents to stop for rest or to eat, which makes the pavilion a great feature. Chair Randall asked if the value of the stone for the stone wall would count towards the match. Mr. Niebling said yes, it could be independently valued, and we could potentially get a donation of some of the stonework and transportation. Chair Randall asked if the stone had already been marked for another purpose, and if not, what the process would be to claim that stone for this purpose. Ex-Officio Carey said currently the stone is marked as debris. Town Administrator Phelps said some of that stone was set aside for a match of the EPA grant. Ex-Officio Carey said there is a value of the removal, which would go towards the EPA grant, and there is a value of the product and labor, which could go towards the LWCF grant. Discussion ensued. The Subcommittee will work with Town Administrator Phelps on the stone. Since the last meeting PCD Director Easler met with Don Moyer from the Friends of the Northern Rail Trail. He is very interested in being involved in the project. Mr. Donovan asked if improvements to the Northern Rail Trail would count towards the match. Mr. Niebling thought so. Mr. Niebling said the next steps would be to decide on the elements of the project, start finalizing the budget, do research, building credible numbers, and continue identifying potential partners and supporters. Once all of that is complete, create a two pager to start marketing the project and recruiting potential support for the project. Ex-Officio Carey hopes to use a local contractor(s). PCD Director Easler spoke with a local

contractor who expressed interest. Chair Randall asked when a good time for a site visit would be. Mr. Niebling said February or March. Mr. Niebling suggested March 5, at 4:00 p.m., at the Boscawen Town Park and then reconvene at the Boscawen Municipal Facility. Chair Randall suggested having Public Works Director Dean Hollins join the site visit, and PCD Director Easler will invite Mr. Moyer.

Boscawen Bridge History: Ms. Elaine Clow of the Boscawen Historical Society has written a very detailed history of the Boscawen/Canterbury Bridge. The EDC discussed inviting Ms. Clow to the site visit of the Boscawen Town Park to gather her input. If the EDC wishes to incorporate her document, Ms. Clow must retain the copyrights. Discussion ensued.

Pumpkin Walk/Ride Member Responsibilities: Mr. Donovan said he'd like to work out member responsibilities for this event in October. Feedback will be brought to the next meeting for discussion.

- Reach out to vendors – Mr. Donovan (Ms. Sanborn suggested asking to verify licenses)
- Reach out to food trucks – PCD Director Easler
- Reach out to farms – Vice Chair Porter/Agricultural Commission
- Reach out to PTA for Craft Area/Kids Activity – Chair Randall
- Three designed pumpkins as prizes – Ms. Sanborn
- Entertainment (Liz Kantz) – Select Board Chair Matt Burdick?
- Reach out to Bicycle Groups – CNHRPC (Craig)
- Reach out to another community on the Rail Trail –
- Ask if the Police vs. Fire Softball Game could coordinate – PCD Director Easler/Chair Randall
- Public Outreach – Ex-Officio Carey

New Business:

King Street DOT Discussion: Chair Randall said it was brought to her attention that there are many residents who don't know about the redevelopment plan of King Street. Mr. Donovan thought it would be a great time to revisit this topic. He'd like to invite the Beautification Committee to attend an EDC meeting as well. He wasn't sure if there was a Village District beautification plan. Ex-Officio Carey said there was a past discussion with Beautification Committee Chair John Keegan about the potential for a second roundabout at the Routes 3 & 4 split, and if the Committee would want to take that on. Mr. Keegan was hesitant to commit at the time for a project that was so far in the future. This conversation should be revisited. Mr. Tardiff thought the process would be starting soon. He suggested having project manager Matt Lampron come in for the joint meeting. Ms. Sanborn asked if there was information on the survey prior to the Village District being redone. PCD Director Easler will try to find that information. Mr. Tardiff will reach out to Mr. Lampron.

Fresh Start Farms: Fresh Start Farms is the name of the collective farm that is operated by the non-profit called "Organization for Refugee and Immigrant Success" and is located at Pustizzi's

Fruit Farm on Corn Hill Road. Mr. Donovan would like to invite this organization to a meeting to learn about their operation. Vice Chair Porter will reach out to the Market Manager Emma Richmond-Boudewyns.

Other Business: Casey DeStefano, who attended the December 5th meeting, reached out to PCD Director Easler again and said she hadn't had any luck finding developable land in Boscawen. PCD Director Easler asked if anyone knew of parcels for sale, that the information be sent to her, and she will forward the information along to Ms. DeStefano.

Mr. Donovan motioned to adjourn. Seconded by Ms. Sanborn. All in favor. None opposed.

The next meeting will be held on Tuesday, March 5, 2024, at the Boscawen Town Park.

Respectfully submitted by Kara Gallagher.