

**Town of Boscawen  
ECONOMIC DEVELOPMENT COMMITTEE  
Boscawen Municipal Complex  
FINAL MEETING MINUTES  
Tuesday, March 7<sup>th</sup>, 2023 at 5:30 p.m.**

**Members Present:** Barbara Randall—Chair; John Porter—Vice Chair; Adele Sanborn; Jacob Martin; Lorrie Carey—Ex-Officio; Mason Donovan (Virtual); Mike Tardiff—Executive Director of Central NH Regional Planning Commission

**Members Absent:** Caroletta Alicea—Alternate

**Staff Present:** Kellee Jo Easler—Planning & Community Development Director; Kearsten O'Brien—Deputy Planning & Community Development Director and Kara Gallagher—Planning & Community Development Assistant

**Guests Present:** Vincent Pagano—Central NH Regional Planning Commission

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

PCD Assistant Gallagher completed roll call.

**Minutes:**

**Mrs. Sanborn motioned to accept the 02.07.23 draft minutes as presented. Seconded by Vice Chair Porter. All in favor. None opposed.**

**Reappointments:**

- Mason Donovan would like to remain on the EDC as an alternate member.
- Barbara Randall would like to be reappointed for another 3 year term.

Deputy PCD Director O'Brien will bring the reappointment letters to the Select Board meeting on Thursday for signature.

The EDC will need to find a new regular member.

Caroletta Alicia indicated that she needs to step down from her alternate position. She will send a letter of resignation to the Select Board.

**New Business:**

*Comprehensive Economic Development Strategies:* Mr. Pagano said the 2019 CEDS Project Priority List needs to be updated. The EDC needs to decide what projects need to come off, which need to stay open, and if there are any new projects to be added to the 2023 document. A CEDS is a locally-based, regionally-driven planning process designed to bring the public and private sectors together in the creation of a strategic roadmap or plan for regional economic development. Mr. Pagano said the next CNHRPC Committee meeting will be March 15<sup>th</sup>, and will send Chair Randall the Zoom link. This meeting will kick off the work on the CEDS Project priority List. Mr. Tardiff said April 21<sup>st</sup> will be the approximate deadline for updates. Ex-Officio Carey asked if the Water Precinct could be tied into this. Mr. Tardiff said yes. Discussion ensued about the future King Street project and potential work on the water lines. Mr. Tardiff said updating the list will help show that these projects are important. The next steps will be to attend the March 15<sup>th</sup> meeting, and reaching out to the Water Precinct. By the April meeting, the EDC should identify specific projects.

*Rail Trail Discussion:* PCD Director Easler has been meeting monthly with Don Moyer of the Friends of the Northern Rail Trail. There is a need for bathrooms along the Rail Trail. The Friends of the Northern Rail Trail have offered to pay half of a Porta-Potty to keep near the boat launch on the Merrimack County property. That is a popular area for travelers to congregate, leave vehicles, and snowmobile trailers. The cost for a year is \$450, so the town would only need to cover half. PCD Director Easler will speak with Ross Cunningham about placing a bathroom in this area. She is currently working on getting a grant to place a pavilion and a picnic area down at the boat launch, and has been working with Mr. Cunningham.

### **Old Business:**

*Fall Festival Update:* Deputy PCD Director O'Brien and PCD Assistant Gallagher met with Ashley Bathgate last week to discuss the Fall Festival and to see if Avaloch would be willing to host the event. Ms. Bathgate was very receptive and seemed excited about the event, and will speak with Alfred Tauber, owner of Avaloch, to get his approval. Many potential items were discussed such as parking, booth locations, food, entertainment, etc. Deputy PCD Director O'Brien and PCD Assistant Gallagher plan to visit Avaloch for a site walk in the spring to iron out more details. Deputy PCD Director O'Brien asked Mr. Donovan if the Board of Directors have spoken about this yet. He said no, their next meeting will be April 3<sup>rd</sup>. Deputy PCD Director O'Brien will provide a list of businesses and Committees that the EDC would like to attend and hopefully have a booth at the Fall Festival. She would like to have all details locked down by June/July. The EDC discussed local businesses to reach out to about the Fall Festival. Mr. Donovan indicated that no alcohol would be allowed by outside vendors for insurance reasons. Deputy PCD Director O'Brien asked if there should be a rain date. It was decided this event would be held rain or shine. Chair Randall asked how many people could be held in their facility. Avaloch has a current Place of Assembly permit that has a capacity of 115 people. Once their new Performance Barn is completed in June, a new Place of Assembly permit will show the capacity for that additional space.

### **Other Business:**

Planning and Community Development Department Update: PCD Director Easler said NHDOT will be performing an Existing Conditions Survey on the Routes 3 and 4 end of King Street soon. A survey crew will be in the area periodically during the next year locating buildings, drainage and landscaping. Representatives will also be visually reviewing natural and cultural resource impacts. Last month a 4-lot subdivision was approved at Planning Board. This month brings applications for a Conditional Use Permit for a Duplex on Sweatt Street, an Amendment and Transfer of the Excavation Permit on Commercial Street/River Road, and a Conditional Use Permit and Major Site Plan Review for a 16 Unit Apartment building at 145 King Street.

Making Matters: Mrs. Sanborn wanted to verify that the April meeting will be at Making Matters 197 North Main Street, Unit 4. Making Matters would like to give the EDC a tour of the facility and they believe the wood shop will be up and running by then. All concurred. They also have a 3D printer that they will be able to demonstrate during the tour. Mrs. Sanborn will reach out to the Board of Directors.

**Chair Randall motioned to adjourn. Seconded by Vice Chair Porter. All in favor. None opposed.**

**The next meeting will be held on April 4<sup>th</sup>, 2023.**

*Respectfully submitted by Kara Gallagher.*