

Rte. 108 Corridor Study Committee Minutes
November 29, 2018
Municipal Center, Selectmen's Meeting Room
10 Bunker Hill Avenue

MEMBERS PRESENT

Lucy Cushman, Michael Dane (arrived shortly after Call to Order), Joe Lovejoy (Chairman, Selectman's Representative), Nathan Merrill, Maria Stowell, Richard Swett

MEMBERS ABSENT

None

STAFF PRESENT

Tavis Austin (Town Planner)

Paul Deschaine (Town Administrator)

OTHERS IN ATTENDANCE

None

CALL TO ORDER

The Chair called the meeting to order at 7:02 p.m.

ACCEPTANCE OF MINUTES

Merrill moved and Cushman seconded a motion to accept the minutes of October 25. Passed by unanimous vote.

Dane arrived 7:03.

FREQUENCY OF MEETINGS

The Chair stated that the Committee would need to meet more frequently to reach its goal of bringing the TIF Warrant to Town Meeting. Dane suggested charting milestones. It was decided to continue with agenda items and then revisit the meeting schedule.

CONSULTANT ENGAGEMENTS

Staff met with the engineers, Weston & Sampson, in early November. There were concerns that the engineers' work was not adequately coordinated with AER, the economic consultant. There were inconsistencies between the two reports in addressing the phasing of areas to be included in the TIF and areas to receive utilities. A follow up meeting was scheduled for the next day, November 30, and it was expected that the work would be back on track. By the next Committee meeting there will be data from the consultants for review.

SURVEY QUESTIONS

Dane and Merrill had drafted survey questions to be used to contact property owners in the Gateway District. The questions, fourteen in all, were reviewed. Minor revisions were suggested. Merrill will incorporate the suggestions to finalize the draft of the survey. A current list of property owners in the Gateway District will be developed by Staff. Lovejoy and Cushman will contact the names on the list and present the survey.

Discussion turned to having the survey distributed to brokers/realtors. Should the questions be slightly tweaked to be more relevant to brokers/realtors? Merrill volunteered to make necessary changes. **Dane moved and Stowell seconded a motion to allow Merrill to revise the questions for Brokers/realtors, distribute a draft to the Committee members, and, absent any comments, the survey questions will be forwarded to CIBOR (Commercial and Industrial Board of Realtors) through Deschaine. Passed by unanimous vote.**

MEETING SCHEDULE

After reviewing availabilities it was decided the next two meetings will be December 13 and December 20.

Working backwards, Deschaine laid out a timeline for Town Meeting articles.

| | |
|---------------------------------|-------------------|
| Town Meeting | March 15, 2019 |
| Elections | March 12, 2019 |
| Warrant Posting Deadline | February 25, 2019 |
| Public Hearing Deadline | February 11, 2019 |
| Public Hearing Posting Deadline | February 3, 2019 |

The date of January 14, 2019 was recommended for the Board of Selectmen to meet with the School Board and County Commissioners. (This meeting is a necessary part of the TIF process.)

MEETING HANDOUTS

SURVEY QUESTIONS FOR GCBD PROPERTY OWNERS

NEXT MEETING

The next meeting will be December 13 at 7:00 p.m.

ADJOURNMENT

Merrill moved and Cushman seconded a motion to adjourn at 8:39 pm. Passed by unanimous vote.

SUBMITTED BY

M Stowell

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