

**JOINT MEETING OF
THE ECONOMIC DEVELOPMENT AUTHORITY
AND
THE GREATER DOWNTOWN TAX INCREMENT FINANCE DISTRICT
ADVISORY BOARD**

**January 9, 2014
DRAFT MINUTES**

EDA Members Present: Jack Burnett, Jeffrey Crocker, Hope Taylor, Susan Phillips-Hungerford and Cy Gregg

Also Present: Peter Throop, Director and Laura Norton, Administrative Assistant, Office of Community Development and Rodney Bartlett, DPW Director.

Acting Chairman Burnett called the meeting to order at 7:35 a.m.

Minutes

A motion was made/seconded (Crocker/Gregg) to approve the Minutes of June 17, 2013 with all in favor but Ms. Taylor who abstained from voting.

Appointment of Alternates

A motion was made/seconded (Gregg/Taylor) to appoint Peter Robinson and Willard Williams as Alternates to the EDA with all in favor.

Presentation by Public Works Director for TIF Funding Requests

Mr. Throop noted the Greater Downtown TIF Committee had met and voted to approve the requests. "This is the EDA portion of that meeting" he said.

DPW Director Rodney Bartlett gave a brief history of the street lights on the Grove Street Bridge. He noted they were from the late thirties/early forties, that one had been destroyed last year and that they had been unable to find a matching replacement. He went on to say "so either we do *not* replace it or we replace all four lights" adding "and our recommendation is to replace them with free-standing lights abutting the bridge." When asked about a quote for the cost Mr. Bartlett replied "we have a quote for \$29,500.00 from Grace Electric" adding "and the request is for the money to come from the Greater Downtown TIF Fund."

Ms. Phillips-Hungerford asked about the location of the lights off the bridge with Mr. Bartlett replying “it will be very tight, with the Right-of-Way and the utilities, especially on the east (or Contoocook) side.” The members briefly discussed the bidding process (usually a project over \$10,000.00 and not done until funding has been secured) for town projects and the aesthetics of the new lights (granite poles mounted on concrete bases). Mr. Bartlett noted the light poles in West Peterborough were erected by Grace Electric adding “they have been the most reliable in the past.”

Acting Chair Burnett asked about the time frame for the new fixtures with Mr. Bartlett replying “the bid was confirmed during the CIP process this past fall so Fiscal Year 2015.” He then asked the members if they would like to consider the fence funding request as a separate item with the members agreeing they could discuss them together.

Mr. Bartlett began by pointing out “a fair amount of work done in Bocelli Park.” He added “this has been a cooperative effort between Stan Fry and Mike Gordon (Parks Committee Chairman). He told the members a chain link fence had been removed and replaced with a new rod-iron fence at the cost of \$5822.79 adding “if you have gone by you can see this is an after the fact request.” Mr. Bartlett told the committee that members the Greater Downtown TIF had approved the expenditure at their meeting last month.

Acting Chair Burnett asked if there any more questions. With none he asked if it would be appropriate to vote on the street lights and the fence together. Mr. Gregg noted he would abstain if that were to happen with Acting Chair Burnett replying “OK, let’s not then” and asked “do I have a motion for the lights?”

A motion was made. Seconded (Crocker/Taylor) to approve the request for funding the replacement of the four street lights at the Bridge on Grove Street with all in favor.

A motion was made/seconded (Crocker/Phillips-Hungerford) to approve the request for funding the fence replacement (riverside at Boccelli Park) with all in favor but Mr. Gregg who abstained from voting.

For the record Acting Chair Burnett reviewed the “chain of command” involved with approving funds from the Greater Downtown TIF. He noted the request must

be approved by the GDTIF Committee, then (or simultaneously) by the EDA and subsequently signed off by the Board of Selectmen. “That is how it goes” he said.

The meeting adjourned at 7:50 a.m.

Respectfully submitted,

Laura Norton
Administrative Assistant