

Town of Farmington  
Economic Development Committee Meeting Minutes  
Tuesday, October 9, 2018

**Committee Members Present:**

Angela Hardin, Chairman  
Denise Roy-Palmer, Vice Chairman  
Sharon McKenney, Secretary  
Ann Titus, Selectmen's Rep.  
Martin Laferte, Planning Board Rep.  
Randy Orvis

**Committee Members Absent:**

Elise Haig

**1). Call to Order:**

Chairman Hardin called the meeting to order at 6 p.m.

**2). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**3). Public Comment:** None

**4). Review of Minutes:**

August 14, 2018 – No errors or omissions

**Motion:** (Roy-Palmer, second Titus) to accept the minutes as written passed 6-0.

September 11, 2018 – No errors or omissions

**Motion:** (Laferte, second Roy-Palmer) to approve the minutes as written passed 4-0-2 (Orvis, Titus abstained).

**5). Planning Board Report:**

Mr. Laferte reported that the Planning Board met on Sept. 18 and approved the addition of an antenna by T-Mobile to the existing Paulson Road tower.

He said the board also approved a site plan review for MGB Enterprises to locate their underground utilities business office and warehouse at the Sarah Greenfield Business Park. He said the applicants agreed to move the fence on the left side of property back 5 feet to allow room for snow storage off of the parking area. The application did not include plans for a sign at the site and the board advised the applicants to include the sign as part of the current project to avoid having to go through the process again later if they decide to have a sign. He said the company has 15 employees and they hope to expand the business in the future.

**6). Board of Selectmen Report:**

Mrs. Titus said the 2019 budget review has begun and the board reviewed the Fire and Police Depts.' budgets at last night's meeting. She said they also plan to attend the Community Forum

at the Public Safety Building Wednesday night to get public input about the redevelopment of the old fire station and the downtown.

## **7). Old Business:**

**A). Farmington ATV Club-** Mr. Orvis said the club has been concentrating on improving the trails in Rollinsford and the club currently does not have a president. He said the Trail Master has asked to schedule a club meeting to review the tax maps in the local communities to plan potential routes and to determine which property owners they need to contact to get permission to develop the trail through their properties.

Mrs. Hardin asked about the number of members in the Farmington club.

Mr. Orvis said he did not know the official number of club members because at the last meeting people were asked not to sign up until next year so the club would not have to pay the \$10 registration fee per person which allows members to receive a \$30 discount on their ATV registration.

He said that a member has talked to a Farmington property owner who is considering allowing the use of his land for trails and that he is still looking into using the former Davidson Rubber parking lot as a load/unload area for ATV riders.

Mr. Laferte said in addition to contamination of the property, other problems include the poor condition of the entrance road and that the abutting metal farm may have an issue with the state as their scale is half on their property and half on the state's land.

Mr. Orvis suggested the state might agree to let the riders use the road in exchange for repairing and maintaining it.

**B). Steering Committee Update-** Mrs. Hardin reminded everyone about the Community Forum on Wed. night from 6-8:30 p.m. at the Public Safety Building. She encouraged everyone to attend even if they didn't RSVP and advised that the meeting is structured so that the people attending need to stay for the entire meeting.

Mr. Orvis pointed out the concept boards on the easels behind the committee and asked if the three concepts are the only concepts being presented.

Mrs. Hardin said the 3 concepts are ideas for what could happen at the old fire house site and are not "pick one of the three" or "set in stone".

Mr. Orvis said the three displays are the same concept with the same commercial uses in front and different types of residential uses behind them. They are all half residential, half commercial and no parking he said.

Mrs. Hardin said this is the kind of feedback the committee needs to hear and encouraged Mr. Orvis to attend the forum and bring his thoughts and ideas for the redevelopment plan.

Mrs. Titus asked if any of the abutters to the old fire house property were noticed of the meeting.

Mrs. Hardin said it is not a decision making meeting and is meant to get input from everyone in town. She said this is still in the conceptual preliminary stages and that she hoped the abutters

would attend and be part of the process.

Mr. Laferte said Town Planner Dan DeSantis is very involved with the project and that the project has been before the Planning Board for informational purposes only. He said the board saw a presentation and that he brought up some concerns about using Garfield Street as an access/egress road which the consultant said they would look into.

Mrs. Hardin said she would update the committee on the results of the forum and the data compiled by UNH Cooperative Extension at their next meeting.

**C). Strafford Regional Planning Commission Meeting-** Mr. Laferte said that he and the Town Administrator, Town Planner and Chairman Hardin went to a meeting at the SRPC last Friday to hear the presentation of the town's application for the Transportation Alternatives Program grant.

Mrs. Hardin said there were 3 towns that presented their proposals and that the Farmington application achieved the highest score. She said the reviewers looked at how much overall impact the proposal would have on the town, the connectivity and improving the overall safety in the project area. This is one of many steps to the grant and a good step in the right direction she said.

**D). Economic Revitalization Zones-** Mrs. Hardin asked if it is too late for the town to seek expansion of the downtown ERZ and get it included on the Town Meeting warrant this March. Mrs. Roy-Palmer said the expansion is not a zoning issue so it doesn't have to go on the Town Meeting warrant and that a 2 page application is submitted by the Selectmen to the state for approval.

She said the program is scheduled to sunset next year but there is so much interest in the program there may be a push from the municipalities to continue and improve the program. She said one way to improve the program would be to increase the \$825,000 in tax credits available each year because there is always more demand for credits than there are credits available.

Mrs. Hardin said she would follow up with Mr. Capello about getting the application to the Selectmen.

**E). SGBP Covenants-** Mrs. Hardin said she planned to get on the Selectmen's meeting agenda for the following Monday to discuss the Sarah Greenfield Business Park covenants with the board. She said the last clause in the covenants states that all changes must be approved by Selectmen but that all Town owned lots in the park have been sold and questioned if the clause still needs to be included in the covenants.

Mr. Orvis said when land owners make changes they must go before the Planning Board for site plan review so he didn't see any need for the clause.

Mrs. Hardin suggested that one of the potential changes to the covenants would be to add that properties must meet current town regulations and zoning ordinances in place of that clause.

Mrs. Roy-Palmer said that the business park property owners are supposed to be self-enforcing

the covenants.

Mrs. Hardin said she was considering scheduling a meeting with the park property owners in December to provide a forum for a conversation about the covenants.

Mrs. Roy-Palmer suggested asking one of the property owners to facilitate the meeting.

#### **8). New Business:**

**A). Meeting Time-** Mrs. Hardin asked if the committee would consider moving their meeting start time up to 5:30 p.m. instead of the current 6 p.m. start time.

Consensus of the members was that it would not conflict with their schedules and to move the start time to 5:30 p.m.

Mrs. Titus suggested they table the issue to speak to the Recording Secretary and the Cable TV Coordinator about their abilities to attend meetings at the new start time and take it up again next month. The matter was tabled until next month.

**B). Nov. Meeting Date-** Mrs. Hardin said the next committee meeting is scheduled for Nov. 13 which is Election Day and asked if the members wanted to change the meeting date. Members said the elections take place on Tuesday, Nov. 6 and would not conflict with the Nov. 13 committee meeting.

Consensus of the committee was to schedule the next meeting for Nov. 13 at 6 p.m.

**C). Recruiting New Members-** Mrs. Hardin said there are currently 7 members of the EDC and the committee can have up to 11 members.

Mrs. Titus said the Selectmen approved the appointment of Breanne Varney to the EDC for 1 year at their meeting the previous evening.

Mrs. Hardin said Ms. Varney may not have attended the meeting because she did not know she was approved by Selectmen yet.

Mrs. Roy-Palmer suggested the new member was not at the meeting because there was not enough time for her to be sworn in.

Chairman Hardin said she will contact Ms. Varney and welcome her to the committee. She asked the members to talk to people about joining the committee and to keep their eyes and ears open for potential new members.

Mrs. Titus said she would like to see business owners become members and bring ideas to the committee about issues that concern the town's business community.

**D). ERZ Information Night** – Mrs. Hardin said she would like to hold an information night for property owners within the ERZ. She said Planning Dept. Secretary Karen Clark printed up a list of the property owners and address labels to use for the meeting invitations.

She said the intent of meeting is to engage the property owners and suggested inviting some state officials familiar with the program to discuss the ERZ process, grants and other funding sources, where to find tools and to get answers to questions.

**E). MGB Groundbreaking-** Mr. Laferte suggested that a good way to gain publicity for the new business and the Sarah Greenfield Business Park is to hold a ground breaking ceremony for

them when they are ready to begin construction.

Mrs. Hardin said she would contact the owners and ask if they would be willing to have the ceremony.

Mrs. Titus said she would provide the contact information for a photographer that may be interested in covering the event.

**F). Newsletter**- Mr. Orvis asked if the committee's newsletter was still going out to business owners.

Mrs. Titus explained that it got to be too time consuming to contact all the members to request contributions for the newsletter and to type it up each month and it has ceased publication. She said that when she was Chairman she started out with an e-mail blast to town businesses that wasn't as time consuming and that the newsletter was started by a former member who had the time to produce it.

Mrs. Hardin said she liked the idea of the e-mail blast and that she may bring it back.

**G). Downtown Mural** – Mrs. Roy-Palmer asked if there is an update on the plans to paint a mural on a building downtown.

Mrs. Hardin said the mural is not an EDC project and that she did not know the status of the project.

**H). Representative Switch** – Mrs. Titus told the members that when new Selectmen joined the board they discussed switching board representatives after 6 months had passed. She announced that effective next month she will become the Selectmen's Rep. to the Conservation Commission and Mr. Connolly will become the Selectmen's Rep. to the EDC.

Chairman Hardin thanked Mrs. Titus for all of her efforts on behalf of the committee and said that they will miss her.

**9). Adjournment:**

**Motion:** (Laferte, second Orvis) to adjourn the meeting passed unanimously at 6:53 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

---

Angela Hardin, Chairman