

MINUTES OF ECONOMIC DEVELOPMENT COMMITTEE MEETING  
EXECUTIVE CONFERENCE ROOM  
February 27, 2018 4:30pm.

Committee Members present:      Councilor Martin Dumont, Chairman  
   Councilor Dale Sprague, Vice Chairman  
   Councilor Jonathan McCallion  
   Councilor Denis Messier

Administration/Staff present:      Bob Belmore, City Manager  
   Shanna Saunders, Director of Planning & CD  
   Kelly Gagne, Deputy City Clerk,

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Chairman Dumont called the meeting to order at 4:30 pm.

MINUTES OF THE PREVIOUS MEETING

***Motion made by Councilor Messier, seconded by Councilor McCallion to accept the minutes of the previous meeting of as presented, Motion passed 4-0.***

FORM BASED CODES

Director Saunders gave a presentation about form-based codes being adopted in other cities. Form based code is a land development regulation. The form-based code would be very specific to where you are within the City. An example would be Dover's form-based code, is very specific to the downtown core, it basically regulates 6 things; build to lines up to the sidewalk, regulates street scape, bike racks and street lights just to name a few.

A form-based code allows for clarity and allows developers to design only once within the form-based code requirements.

Director Saunders said that she can look into the area from Rouleau's Garage down Main St, in applying form based code for the preliminary draft. Lengthy discussion ensued.

The Committee consensus was to keep it on their agenda moving forward and to target a decision on moving forward to the full Council with a zoning proposal at their October meeting, if not sooner.

MISCELLANEOUS

City Manager Belmore updated the Committee on what Economic Development Manager Robin Comstock has been doing in the Community. She arranged a roundtable meeting for the Malley Farm businesses, both Director Saunders and City Manager Belmore attended. It was hosted by S.W. Cole,

about a half a dozen businesses attended. They expressed interest in holding a round table at least once a year for businesses on Centre Rd and the Malley Farm area. Economic Development Manager Comstock is also holding a roundtable meeting March 1<sup>st</sup> in the Council Chambers for bankers, investors and brokers.

Councilor Sprague asked that when Robin speaks to realtors that she stress that the High School is accredited and that it never lost accreditation.

City Manager Belmore updated the Committee that he has been informed that a developer has expressed interest in the former Police Station, the consensus of the Committee is that they would like to hear what the developer's proposal is.

Councilor Sprague suggested a sign at the old police station about any inquiries to purchase to contact the City, Committee agreed.

#### ADJOURNMENT

***Motion made by Councilor Messier, seconded by Councilor McCallion, to adjourn the meeting. Motion carried with a 4-0 vote and the meeting adjourned at 5: 21 p.m. Councilor Sprague opposed.***

Respectfully submitted,

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Kelly Gagne, Deputy City Clerk