

FINAL

**CITY OF LEBANON
ECONOMIC VITALITY EXCHANGE COMMITTEE
Minutes, June 27, 2018
City Hall, West Meeting Room
4:00 p.m.**

MEMBERS PRESENT: Clifton Below (City Council), Chip Brown, Karen Liot Hill (City Council), Dana Key, Kevin Purcell, Rob Taylor Dan Nash

STAFF PRESENT: City Manager Shaun Mulholland

I. CALL TO ORDER:

The meeting began at 4:00 without a quorum.

II. ACCEPTANCE OF MINUTES: Delayed due to lack of quorum. However, after a quorum was reached (4:10PM), *Councilor Hill moved to accept the minutes of the May 23, 2018 meeting as presented. The motion was seconded by Mr. Nash. The vote on the motion was unanimous in favor.*

City Manager Mulholland said due to a lack of a quorum the meeting could not be called to order, but they could review and discuss the discussion items.

III. DISCUSSION ITEMS:

Discuss sewer system moratorium, steps being taken to address the capacity issues and timelines for expanded capacity.

City Manager Mulholland began the discussion. He explained that there are a number of items taking place concerning this. He explained the timeline for CSO 11 and said it would be completed in Nov/Dec., and once completed, will free up capacity. He said that by mid-August they would have a model, but that the model will not be verified until testing is completed in 2019. He said that in 2019 CSO 12 will be completed and will be on-line by the end of 2019. He said that because the camera work is already completed, he would like the money to go into fixing the problem, but that will ultimately be up to the City Council. He then said he would like to do some cash projects, a manhole or two where needed, and be able to demonstrate to developers that the City is trying to solve the problem so the developers could begin their planning process.

The meeting was officially called to order at 4:10 by City Manager Mulholland, when a quorum was reached.

For the record, City Manager Mulholland said that with the CSO 11 Phase I project completed by November, it will generate capacity, and that the model created will show quantity of that capacity. He said he will be recommending to the City Council that they move forward with the

model and not wait for the testing to be completed at the end of summer 2019. He said it has been shown that the models are fairly accurate.

City Manager Mulholland said that CSO 11 is the largest of all the projects and that CSO 12 is scheduled for next year and will be completed by the end of that summer. He said that that project will create smaller amounts of capacity. He said he wants to see the Interceptor 1 project completed by the end of 2019. He said if that happens it will create a significant amount of capacity, and perhaps the City could hold off on the Interceptor 2 project, a 2.5-million-dollar project scheduled for 2020. He said if they gain enough capacity, that project (Interceptor 2) could be delayed, and user rates would not have to be raised because of it. He said ultimately it will be up to the City Council to decide.

Discuss DRAFT Property Transactions Policy and provide input for the City Council to consider. Emphasis on the sections applicable to re-development.

City Manager Mulholland explained that he thought it would be helpful for this Committee to provide the City Council with their comments on this draft policy.

Councilor Below pointed out that the City already has a process for surplus property and suggested there be a section included with the emphasis on redevelopment that may or may not include more than just surplus property. Mr. Nash then said that there is a RFP process already in place. Councilor Below suggested something like a redevelopment authority could be added. City Manager Mulholland agreed and said the idea then would be to include more than just surplus properties. Councilor Below then said that having to sell to the highest bidder (or an abutter) may not result in the best use of the property. Mr. Nash then pointed out that the City already has a RFP policy. City Manager Mulholland then said that the RFP process can be narrow, or it can be broader thereby freeing up the process for different ideas, and that the best price isn't always the best idea. Councilor Below agreed and then read sections from the draft policy out loud and encouraged a broader view to this section of the policy. City Manager Mulholland said he wants to get this process moving for the redevelopment of the 20 Spencer Street property.

Councilor Hill said there currently is a narrow definition of City needs, and that it depends on how those City needs are defined, surplus or not. She asked if there was some way in this process to identify potential needs too and can that be part of the process of deeming property surplus. City Manager Mulholland then gave an example of a developer wanting to buy City property for redevelopment that might include an existing fire station, but as part of that sale the developer would construct a new fire station for the City. He said the fire station is not surplus, but the redevelopment may be in the City's best interests. Councilor Hill concurred and said part of the process should include reviewing any City property, and not just properties deemed surplus. She said what does the concept of surplus really mean, and wouldn't it be better to evaluate the best use for the property. Mr. Nash then said that alternate uses and needs must be evaluated by City departments, if there is another use, then it's not surplus. City Manager Mulholland then said that the idea should be able to come from anyone, a citizen, a city councilor, staff and that perhaps the word "surplus" needs to be redefined.

The Committee then discussed the structuring of the policy. Mr. Purcell commented that there should be one process and not different processes; he thought it was confusing and perhaps not necessary. The Committee discussed the differences between deeming property surplus and how that is arrived at, and whether the process should be opened up to all from the beginning, and not just abutters getting first right of refusal. The Committee discussed examples of how the process works when it comes to abutters having first right of refusal, and how in some instances it is in the best interests of the City.

A Committee member asked how this would relate to the School District. He said there should be more integration with the school district and their surplus properties. Councilor Hill said the Council does ask the School District to weigh-in on issues concerning surplus City property, but that she hasn't seen the School District asking the City for their input. The Committee agreed that the School District should be asked to allow more cross participation when it comes to surplus lands both City and School District.

City Manager Mulholland then said the policy could be amended to allow other factors to be considered, not just highest bid, which is the existing way.

It was acknowledged by all that the Committee members have not studied this draft policy enough to provide the Council with comments at this time. City Manager Mulholland asked the Committee members to review the draft policy and reply back to him with their comments.

Discussion of the status of SB 654 regarding business exemption and a workforce development program for Advanced Regenerative Manufacturing Industry (ARMI).

City Manager Mulholland said SB 654 has now passed and it is law. He said he received an email from David Clem, who builds laboratories, and has scheduled a meeting with him to see about getting some of the ARMI for the City. He mentioned that Mr. Clem has connections and contacts and that the City needs a partnership with the private sector in order to accomplish this. City Manager Mulholland said that ARMI could involve Iron Horse, Riverpark, the Airport and other development projects. He said he would be working hard with the private sector to get some of that business up here and pointed out that the City has space available for development where other communities may not.

City Manager Mulholland then said concerning the High Tech marketing plan, July 13 was their first meeting, he was unable to attend, but has since had several conversations about this. Mr. Purcell said the City does need high tech marketing. He gave an example about how people find these positions and said the City must get the message out there that there are opportunities here in Lebanon.

GOAL #3 – Develop an Intentional Approach to Business Recruitment and Retention (with a focus and priority on retention of existing business)

A Committee member said that there was a Cape Air Essential Air Services meeting recently, and that Cape Air has plans, but the City doesn't always know about them. He explained that Jet Blue has partnered up with Cape Air and how you can now go through security here in Lebanon and don't need to go through it again if flying certain flights via Cape Air to Jet Blue. The

Committee discussed the convenience of this and improvements to Cape Air service from Lebanon.

City Manager Mulholland said he has already spoken with Lebanon's bigger industries and that the City needs to get in touch with and stay in touch with the key players in high tech here in Lebanon. Councilor Hill suggested that perhaps September could be a launch date for this. The Committee discussed videos and other forms of getting the message out. Councilor Hill asked if the Governor's office could be invited. City Manager Mulholland said he was already looking into that. The Committee then discussed the creation of several of Lebanon's long standing industries.

Concerning goal #3 Councilor Hill suggested that a letter should be drafted from the Committee thanking them for their input and explaining what was obtained and what is being worked on as a result of their input. City Manager Mulholland said he would look into that.

FUTURE AGENDA ITEMS:

It was announced that an agenda item for next meeting (July 25) would be the former Lebanon Village Market.

OTHER BUSINESS:

City Manager Mulholland then reminded Committee members to get comments to him on the draft Property Transactions policy.

A member of the Committee asked about the Arts Council. Councilor Hill said the Mayor is working on appointments to that.

It was announced that the Opera House is receiving \$155,000 in tax credits to go towards upgrades to the opera house sound and projection equipment.

ADJOURNMENT:

A motion to adjourn was made, seconded and voted unanimously upon. The meeting was adjourned at 5:05PM.

Respectfully submitted,

Carmela Hennessy
Recording Secretary