



LACONIA DOWNTOWN TIF ADVISORY BOARD MINUTES

CALL TO ORDER: Tuesday, July 17th, 2018 @ 10:13 am @ Laconia City Hall Room 200B.

Present: Breanna Henderson, Robert Sawyer, Chris Condodemetraky, Charlie St. Clair

City Staff: Kevin Dunleavy, Dean Trefethen, Donna Woodaman

Absent: Patrick Wood

Public present: Drew Gillett

REVIEW AND APPROVAL OF MINUTES

June 19th, 2018 Minutes – Kevin Dunleavy stated that no changes were presented and the minutes are accepted as written.

OLD BUSINESS

3.1 Riverwalk

3.1.1 Landmark Inn and 3.1.2 City Hall to Church Street

Kevin Dunleavy said that he had been in contact with Busby Construction on the anticipated schedule and that the Landmark Inn segment is planned to start in August sometime. Kevin said that the City Hall parking lot to Church Street segment will begin just after Columbus Day.

3.2 Parking Garage

Kevin Dunleavy said that the parking garage will be discussed at the Buildings and Lands sub-committee on July 23rd. Robert Sawyer asked what was the TIF financing situation and Kevin Dunleavy said he could look to see if Finance Director Donna Woodaman is available to step into the meeting.

Drew Gillett said there were some stairs in the parking garage that needed painting. Mr. Gillett also said there is no visible sign at the end of Beacon Street West directing people to the parking garage.

Finance Director Donna Woodaman joined the meeting and was asked by Robert Sawyer if the current budget appropriation for the Downtown TIF is committed to the Colonial project or

other projects funding. Donna said that the new appropriation was not committed and the City has taken back control of TIF funds earmarked for the Colonial Theater project for now but those funds have been approved by the Council for the Colonial. Donna further said that the balance in the Downtown TIF Account is \$1,255,785, which includes the funding for the Colonial and Riverwalk projects. The remaining money would be available for other potential projects with City Council approval.

Kevin Dunleavy said that Chair Patrick Wood had recently inquired on whether Lakes Region Mental Health were paying taxes for their property Downtown or if they were paying a PILOT (Payment in Lieu of Taxes). Kevin said that they are not paying real estate taxes or a PILOT at this time. Charlie St. Clair asked if they are required to pay a PILOT. Dean Trefethen said a PILOT is not required. Charlie St. Clair said they use City services and parking and asked if they have been asked to pay a PILOT. Dean Trefethen said they went through the Planning Board approval process and no PILOT was agreed upon.

Drew Gillett said he thought that sometimes taxes or a PILOT can be paid by the federal funding that they receive to operate.

3.3 Wayfinding Signage

Kevin Dunleavy said he has not made progress on this item.

3.4 Master Plan for Downtown

Bree Henderson asked that now projects are coming to completion, it would be good to see where we are at with the Riverwalk Development Plan. Kevin Dunleavy said he would bring the plan to the next meeting for discussion.

3.5 TIF Director

No discussion took place.

3.6 Banner Poles

Kevin Dunleavy said the City Council approved the funding for a set of new banner poles in the area just south of the Main Street bridge. Kevin said that he has met with DPW and the width of the right-of-way needs to be confirmed along with the location of any underground utilities that might conflict with the bases for the poles.

3.7 Colonial Theater Project Impacts on Canal Street

Charlie St. Clair said the storefronts along Canal Street where the vacant space of the Colonial Theater project is occurring could look better. Robert Sawyer agreed and said that they could be dressed up and not look so dark and empty. Kevin Dunleavy said school kids could do some art projects in the windows.

4. NEW BUSINESS

Charlie St. Clair said there was a past initiative to not ticket cars for parking on Saturdays and Sundays since a majority of the parking is for customers for the retail stores. Charlie said that he wondered if there could be consideration for not enforcing parking limits on Saturdays.

Robert Sawyer said he believes there is parking committee that could look into this.

Charlie St. Clair said that the parking demand is not as great on weekends and wondered should we not enforce parking limits on Saturdays.

Robert Sawyer said there are times on Saturday morning where parking is in demand by his store with the health club and people getting breakfast. Robert also said there is probably not a perfect answer for this issue.

Discussion occurred on whether there was signage posted saying what the parking limits were. Drew Gillett said we should look at signage so visitors and customers know what the limits are and when they are enforced.

Bree Henderson asked if there was any progress on the bike rack installation. Kevin Dunleavy said he needs to connect with DPW to determine locations that will not conflict with snow removal and Kevin said that he needs DPW to install the bike racks because DPW has oversight of the sidewalks and wants it done to their standards.

5. PUBLIC COMMENT

Drew Gillett said that the flowers Downtown look great and wanted to thank those that are responsible.

Drew Gillett also said he is disappointed by the lack of a Farmer's Market on Thursdays in Downtown. Drew said this was a great event and anything the Board can do to bring it back would be appreciated.

Bree Henderson said that the person who ran the market last year was unable to do it this year due to other commitments. Robert Sawyer said that someone needs to step forward and run the market and it requires a lot of time.

Drew Gillett said that he would like to help move forward a solar project for the top of the parking garage. Mr. Gillett said the solar panels could be installed now and be made to be

easily removed if the garage is torn down. Mr. Gillett said he sees potential money getting thrown out the window. Robert Sawyer said that a project like this could be a mitigating piece or component of a future project.

Drew Gillett said he has seen a decline this last year in Downtown with vacancies and lack of the Thursday night market. Bree Henderson said that she thinks it's either the same or has some improvement with some new and expanded businesses.

Robert Sawyer said he would not be seeking re-appointment to the Board. The Advisory Board thanked Robert Sawyer for his many years of service on the Board and his role in the many positive projects that were completed during his time.

6. NEXT MEETING

The next regular meeting is scheduled for August 21st at 10:00am at Laconia City Hall, Room 200B.

7. ADJOURNMENT

Bree Henderson made a motion to adjourn, Robert Sawyer seconded. All were in favor.

Meeting adjourned at 11:10am.

Respectfully submitted, Kevin Dunleavy, Ex-officio member