

**Town of Boscawen**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**FINAL MEETING MINUTES**  
**Tuesday, August 1<sup>st</sup>, 2023 at 5:30 p.m.**

**Members Present:** Barbara Randall—Chair; John Porter—Vice Chair; Jacob Martin; Tom Laliberte; Adele Sanborn; Sean Goldman; Mason Donovan—Alternate; Lorrie Carey—Ex-Officio

**Planning Board Members Present:** Loren Martin—Chair; Barbara Randall—Vice Chair; Ed Cherian; Gary Tillman; Josh Crawford; Lorrie Carey—Ex-Officio; Bill Bevans—Alternate Ex-Officio

**Staff Present:** Kellee Easler—Planning & Community Development Director; Kearsten O'Brien—Deputy Planning & Community Development Director & Kara Gallagher—Planning & Community Development Assistant

**Guests Present:** Matt Taylor—Central NH Regional Planning Commission & Mike Tardiff—Central NH Regional Planning Commission

---

Chair Randall opened the meeting at 5:30 p.m.

PCD Assistant Gallagher completed roll call.

**Minutes:**

**Vice Chair Porter motioned to accept the July 11<sup>th</sup>, 2023 draft minutes as presented. Seconded by Mr. Laliberte. All in favor. None opposed.**

At this point, Chair Randall turned the meeting over to Planning Board Chair Loren Martin.

**New Business:**

*Joint Meeting with Planning Board-Master Plan Work Session:* Tonight's meeting was a joint meeting with the Planning Board. Chair Martin turned the meeting over to CNHRPC staff at this time. Mr. Taylor said they were looking for feedback on some of the pending tasks for the InvestNH grant. He said housing really reflects the town's prosperity and can be one of the biggest investments an individual can make. Housing can also attract and retain employees who are essential for business development. Towns can provide density incentives and reduce minimum lot sizes, allow mixed use, encourage adaptive use of buildings, make zoning, subdivision, and site plan regulations more flexible, improve infrastructure, allow community well and septic, promote infill development, and more to attract housing development.

- **Mill Redevelopment District (MRD)-**The project down on Commercial Street is currently on hold with EPA and awaiting a historical report from the state. The Planning Board still

needs to have a visioning session. There has been a design charette scheduled for September 9<sup>th</sup>. Mr. Taylor said it was time to nail down specifics. He asked what the Board would want to see for density, lot sizes, building types, uses, and amenities. Also, what the scale of the buildings should be and if there should be design guidelines. The current regulations require a 10,000 sq ft lot size with water and sewer, and 30,000 sq ft without water and sewer. Mr. Taylor suggested considering not having a minimum lot size and assessing each lot individually. Having flexible regulations could help attract more development. Discussion ensued. Mr. Tardiff said if the town does a Tax Increment Finance (TIF) district, there should be a Memorandum of Understanding (MOU) in place with a Payment In Lieu of Taxes (PILOT) agreement. A TIF is based upon being able to raise the valuation. Mr. Taylor said if the town adopts a TIF the profits will pay for all the infrastructure improvements.

- **Cluster Development**-Mr. Taylor would like to know if the Board would like to add minimum lot sizes, setbacks, coverage, or frontage requirements to the Cluster Development Ordinance. The current ordinance does not have these. The current ordinance also limits the number of units to 4; should that be changed or keep the requirement the same? Mr. Tardiff would like to know if the Board would like Cluster Development to be the first choice for a subdivision. If so, our ordinance could be rebuilt as easy to use, result in more affordable units, and with flexibility, could be a go-to for a developer.
- **Accessory Dwelling Units (ADU)**-Mr. Taylor said the current ordinance says ADUs are allowed as attached to single-family homes only, have minimum and maximum size requirements, and are not allowed within manufactured home parks. Mr. Taylor asked the Board to decide if any of those regulations would change. Mr. Tardiff said ADUs could be an answer to the housing shortage and asked how far the Board would like to go to promote ADUs. Chair Martin thought it was very necessary and mentioned that the current ordinance is very restrictive. Discussion ensued. Mr. Donovan thought it would be important to have a regulation in place that keeps an ADU within a certain distance to the primary house on the lot and that the same driveway access be used. Mr. Cherian said it would be important to relax the regulations some, but still have reasonable guidelines in place.
- **Planned Unit Development (PUD)**-Mr. Taylor said a PUD ordinance can be simple as one page. The Tuscan Village in Salem was developed using an ordinance that was one page. The Board would need to determine what areas or parcels in town have the potential for a PUD, like Commercial Street.
- **Tax Increment Financing (TIF)**-Mr. Taylor said CNHRPC staff met with the Select Board and the Penacook Boscawen Water Precinct. PBWP is currently finishing updates to the most recent water maps. The next step would be to figure out what updates are needed to the sewer on Commercial Street.
- **Next steps**-Community engagement, important dates, Old Home Day, design charrette, ideas/questions. OHD will be a perfect event to talk about housing. CNHRPC will have a table at OHD with staff present to answer questions.

### **Old Business:**

None.

**Other Business:**

None.

**Chair Randall motioned to adjourn. Seconded by Mr. Donovan. All in favor. None opposed.**

**The next meeting will be held on September 5<sup>th</sup>, 2023.**

*Respectfully submitted by Kara Gallagher.*