Town of Hooksett
Tax Increment Financing District Advisory Committee
Date: 11/20/2019
Town of Hooksett Municipal Building,
35 Main Street, Hooksett, NH, Council Chambers, 1st Floor

Time: 3:00 PM
Minutes

CALL TO ORDER@ 3:04

PLEDGE OF ALLEGIANCE:

ATTENDANCE: David Boutin – Chair (absent), Mike Somers – Acting Chair, David Scarpetti, Russ Letendre – Secretary, Alden Beauchemin, Dan Belanger

STAFF & OTHER DEPARTMENTS: Nicholas Williams – Town Planner, Andre Garron – Town Administrator, Bruce Thomas – Town Engineer, Jon Duhamel – Town Assessor, David Mercier Underhill Engineers, Frank Kotowski, Bruce Kudrick – Hooksett Sewer, Mike Heidorn

EXCUSED:
David Boutin – chair
Dan Belanger Abstained as he was absent

APPOINTMENTS:
Mark Vigneault, Supreme Ind., #47 Hackett Hill Road.
Discussion for an additional options for sewer infrastructure at Hackett Hill, exit 11

Mark V – Provided a proposed drawing for the Committee
I have talked with the Hooksett Sewer and provided a possible route to service our property with sewer. The HSC indicated that they would support the route indicated and we would like to have this committee adopt the route as well. The sewer route would come from the pump station along the river. We would cover the cost of the sewer line on our property with the pipe size the town deems appropriate.

David S the proposed route you have indicated would be a shorter route than the options we have looked at.

Mark V It would be by about 900 ft. We don’t go up Cross Road,

Mike S of this option of routes what is your preference?

Mark V not to use 3A

How to sign up for E-Alerts:

Go to Hooksett.org > from the home page on the right hand side, in yellow, click on E-Alerts > then you have a list of options to choose from that you may want alerts for. They send to your email when we post agendas, minutes, announcements and meeting updates or cancellations.
David S would residential homes on the route be able to tie in?  
Mark V that is up to the town and what they would want to charge to tie in and again we would take the expense of sewer on our property  
David S who would pay for the rest and how long are you looking for it to take.  
Mark V We are hoping that you would choose the exit 11 option as a priority. We would have desirable developable land with water and sewer.  
David S would you be building the pump station?  
Mark V that would have to be engineered and Underwood will speak to that  
Russ L I think exit 10 is a priority  
Mark V we understand that but maybe not use all the money at exit 10 and save some for here.  
Mike S we plan to complete the whole of the TIF but the money is not an infinite sum so where to invest is our priority and needs to be discussed.  
David Mercier of Underwood Engineering and Bruce Thomas Town Engineer:  
David M we were asked to look at the design for Supreme Ind and review the difference that was planned previously  
Pros & Cons  
Everyone got a good idea from Mark what they are proposing and what we originally proposed is slightly different for servicing property on the west side of 3A. Some is the same.  
The Committee reviewed the different routes and discussed the pros and cons  
Pro less pipe and less cost to service the exit 11 properties west of 93 to the Hackett Hill TIF properties.  
Cons there would be several easements on private lots and not many current occupied properties for immediate hook up flow and money and their property slopes in such a way you would need a additional pump station at the expense of Supreme Ind.  
Cost comparison was provided on the hand out  
David M While we see the pros to Mark V and Supreme Ind proposal it is not the best value for the town.  
Mike S Looks like it would be $2.2M for alternate #1 & $3.2M for alternate #2  
David S would it be easier to go up Cross Rd and through Meadow Set?  
David M it is more expensive  
David S how deep would the pipe have to go?  
David M the pump station will cost an additional $1.2M to complete and if you chose a deep station for more hook up in residential neighborhoods  
Alden B there is a mini mall on 3A north of Pizza Man, I would like to see them serviced.  
David M if you get the pipe to Cross Road then you are close and you can require the developer to assume the cost to connect. Bayview Apartments would be a good property to tie in.  
David S they just put in a new system.  
David S do the residents contribute to the TIF?  
David M no only if they connect. My most recent meeting with the Sewer dept and they have agreed to increase fees  

How to sign up for E-Alerts:  
Go to Hooksett.org > from the home page on the right hand side, in yellow, click on E-Alerts > then you have a list of options to choose from that you may want alerts for. They send to your email when we post agendas, minutes, announcements and meeting updates or cancellations.
David S what about the idea of System Development Fees?
David M HSC is not really comfortable to buy in to that fully. They are going to have significant hike in fees.
David S if Supreme Ind wants to put a line in is there any reimbursement?
David M there are no rules in place to address this issue, new policies can be implemented.
David S what about the Richie Bro site?
David M that is up to the town when building to serve an entity
Alden B where would Richie B tie in 3A or HH?
David M there are options depending on the development the best would be use gravity along Palazi Driveway.
David M provided an update on the HVW grant application:
This project involved a few water main expansions along the 3A corridor. It would come off Pinnacle Hill and the easements will go down and 3A and cross at the river. The TIF Committee agreed to support the grant but the grant committee for funding did not put this project on the list to support. They asked to resubmit and have it as a stand-alone project and have developers back the project financially.
We will plan to meet with DES in December and resubmit in January come back and see if the TIF would commit the 300,000 toward that project.
Mike S what do you need from us?
David M nothing at this time, just an update
Bruce T Underwood engineers are working on the preliminary study for the TIF and want to know where you want them to spend their efforts for that preliminary design.
David M the concept has morphed and we have refined the schedule to have a report for this committee on Dec 18th then that gives you some time to consider the areas to work on final designs by March. We are not sure if Town Council will want this to be bid out. If we can start the final design for December 2020 we would have a design and cost ready for a Warrant Article set for 2021
Bruce T bid results for the roundabout went out before the contract was awarded and the delay in the project meant the cost continued to increase. that was not the best way to go about it. We want to do it differently this time. Nail down what we want to focus our efforts. A large plan of the whole TIF and a laundry list of what you want to do first
David S exit 10 is important and should be a focus
Alden B I think we should be moving full speed ahead at exit 10 and the developers along the north of the TIF can invest.
David M there are areas that the town is waiting to see developed and some of those areas are at exit 10 too.
Alden B engineer it all then we would have that for the future too.
David M we can and give proposed costs.
David S there are some dry lines at exit 10 will we be able to use those that were put in when 10 was being developed?

How to sign up for E-Alerts:
Go to Hooksett.org > from the home page on the right hand side, in yellow, click on E-Alerts > then you have a list of options to choose from that you may want alerts for. They send to your email when we post agendas, minutes, announcements and meeting updates or cancellations.
Mike S is it fair to say this committee is focused at exit 10 and we should have Underwood Engineer-David Mercier come back with the design and cost analysis for that area
Dan B have we made any progress with private developers? Has anyone reached out to them to see if they are going to contribute?
David S we have nothing to give them for cost.
David M the report that we are compiling for the next meeting, in it we can provide some of that information along with the money you have and what you can afford. We can get some of those numbers together. The numbers are smaller than you think and we still support raising the connection fee for Commercial users. Also, don’t bring the line to their door and have them build the last piece to their door.
Priority pump station and 2nd is commerce drive 3rd is the line beyond the movie theater. They can give us the cost and what rev may come from it. Provide a chart that shows that shopping list,
David S the line that goes down Martins Ferry, is the pipe going to be big enough or will it have to be bigger?
Mike S give us estimates of how long will it be adequate.
David M the pipe can be used as is maybe do some improvements at Martins Ferry that pipe may provide what you need for another 5 – 7 years
David S are there any state funds or grants to help
David M the DES programs are your best options. SRF has a low interest. State aid grant and loan options are part of our contract and it is a service we provide.
David M MWW will be looking into their plant design. That is still an ongoing project we will keep you posted of developments
Alden B anything more form Bow?
David M we have not heard anything but Bow and HVW have signed an agreement to have an engineering study.
Bruce T I will try to give you information that Underwood has completed the week before so some decisions can be made at the next meeting
Mike S Any more questions or discussion?
David S can the $1.2M from the Sewer Commission go toward exit 10?
Mike S then that money will not go to the Tri Town Pump Station.
Sid Baines & Bruce Kudrick of Hooksett Sewer
David S the $1.2M you still have for sewer, will you use it at exit 10 or keep it for the Tri Town Pump Station?
Sid B that is up to your committee.
David S will it have to go to the town for vote?
Sid B yes no money can be used without the vote. Exit 11 is a good idea but there is no one laying the pipe
Mike S What about the System Development Fee can we recommend that and who would charge it, the Town or the Sewer Department?

How to sign up for E-Alerts:

Go to Hooksett.org > from the home page on the right hand side, in yellow, click on E-Alerts > then you have a list of options to choose from that you may want alerts for. They send to your email when we post agendas, minutes, announcements and meeting updates or cancellations.
Sid B we are raising our fee so we don’t think we will need the SDF
Mike S the larger operators that donate would that have to go through the Sewer Commission or the town and who would put in the new system?
Sid B the town would put it in. We would take it over after it is in.
Mike S we need those cost projections
Dan B we can’t proceed without it
Sid B let them know how much you will need and see what they are willing to contribute
Bruce K lay the main line of the sewer to the property then the private property owner will have the rest done themselves. They get their line to us. The line on Quality we don’t know who owns. There will have to be some research done
David S there will only have one fee?
Bruce K yes it will be a permit fee and then it will be based on rough gpd.
Dan B we are always looking for private participation to get the system built.
Mike S we hope so and we need to find out what we need to ask for a contribution. That is what David M will provide next month
David S what about the undeveloped land and what their fees will be?
Bruce K we go by a formula that you would provide by what the proposed use may be and we use a formula provided by the state.
Russ L each individual property will need to be assessed.
David M I will be able to tell you how much the connection fee will be and then how many may want to connect.
Bruce K get it close and then tell them they have to pay to get it closer.
Andre G I think from the very beginning there has been a lot of talk about start this project at exit 10. Obviously the #s have not come in, we talked about a development fee or modifying whatever program the sewer commission had with regard to properly asses the cost of extending or providing sewer to the business. I do think exit 10 is the logical 1st step. The potential is there and I think we need to get the value of the TIF district up and that will happen there. I don’t want to give the impression that exit 11 is not viable but the viability of exit 10 is there now and we can take advantage of that now. Exit 10 is a good start.

Motion to adjourn @ 4:30pm made by David Scarpetti, 2nd by Alden Beauchemin. All in favor

Minutes respectfully submitted by Kathy Lawrence

How to sign up for E-Alerts:

Go to Hooksett.org > from the home page on the right hand side, in yellow, click on E-Alerts > then you have a list of options to choose from that you may want alerts for. They send to your email when we post agendas, minutes, announcements and meeting updates or cancellations.