

River District Redevelopment Commission
Thursday September 12, 2019
5:00PM

OPERA HOUSE TOWER ROOM

MEETING MINUTES

1. Plan NH Charrette (John) 15 Minutes
John updated the group on the upcoming Plan NH community input charrette for the South side of River, including the 7 acre Murro property and connections to the east and west including the Bridge Street Bridge and former Hitchiner property, to include the rail trail slated to begin work this fall hopefully. Meeting times and request for public to attend and review of outreach performed to date was covered.

2. Mill Street Construction Status (Andrew) 10 Minutes
John discussed a request from the Town for the River District to help define the communication plan on the sewer and sidewalk projects on Mill St. upcoming in 2020. Noted that the approach is to coordinate with the engineers to establish direct communication between engineers/construction firm to the public including impacted businesses. John will reach out to engineers to get this plan moving forward. A meeting will be scheduled by the engineers with the public prior to RFP for selection of a construction firm to hear input on desired communication and project timing.

3. CMAQ Grant Application (Andrew) 10 Minutes
Not discussed

4. Future Events: (Andrew) 10 Minutes
 - Art Festival and Concert 9/21
 - Master Plan Forum 9/24
 - Ammonoosuc LLC ribbon cutting
 - Pumpkin Festival Weekend 10/26

Not discussed, simply noted.

River District Redevelopment Commission
Thursday January 10, 2019
5:00PM

OPERA HOUSE TOWER ROOM

Meeting Minutes (updates in italics)

Commission Member Attendees: Andrew Dorsett, John Hennessey, Nathan Karol, Mary Boulanger, Nick Hayden, Chad Stearns

1. Project Updates (Andrew) 45 Minutes
 - Sewer Sub-5
Mill St. removed from larger project, Selectboard authorized sewer funds to pay for project.
 - Parking Study
Public forum was held, now DOT will present finding to town planning board.
 - Sidewalk Project
2020 still likely construction date for Cottage and Mill St. sidewalks. Stakeholder meeting scheduled to review plan.
 - Rail Trail
USDOT Surface Transportation Board received our fee, have 90 days to approve. Now NH Bureau of Trails to provide scope of work to pull rail and compact path. Must be done by September 2019 to utilize expiring \$110k grant from Northern Borders Regional Commission.
 - Saranac/Ammonoosuc
 - Public Works Director
 - BUILD Grant Review
 - 10 Year-Plan and Main St. Phase 2

River District Redevelopment Commission
Thursday November 8, 2018
5:00PM

OPERA HOUSE TOWER ROOM

MEETING MINUTES

1. Downtown Parking Study(Alex Belenz, North Country Council) 15 Minutes
Alex gave an informative presentation of the process and where it's at. The Selectboard formed the Commission and asked North Country Council for expertise. So far they've completed a parking density study throughout downtown, held listening sessions for the community and businesses, and shared potential strategies. Around the end of November they plan to share a draft plan with DOT to review. Late winter they plan to have a public hearing to review the plan. John shared the River District commission parking effort to secure the Murro property adjacent to the Senior Center and create 81 parking spaces (and community space and the riverwalk) and suggested with \$200k of funding in hand could work nicely into the parking commission's plan.
2. Saranac/Ammonoosuc Construction (HEB Engineers) 10 Minutes
John read a project update prepared by HEB engineers. Sewer, stormwater, and base paving of road is complete. Granite curbing, sidewalk paving, and lighting will be in by end of November if weather cooperates. Trees and landscaping, and anything not completed due to weather, will be completed in the spring. Final project completion estimated for end of May 2019.
3. Sidewalk Project Cost Estimates (Andrew) 15 Minutes
Andrew shared the CMA Engineers cost estimates for the 6 sidewalk segments, which came in at \$1.9M. Costs came in significantly higher than anticipated (\$1.0M), partially due to the requirements under the funding program Transportation Alternatives through DOT. A public input session will be held in December/January, and construction is likely to be completed in 2020. As it stands today, Cottage Street and Mill Street will be completed with this funding. The Town will attempt to stretch the funds further if at all possible, but it is unlikely.
4. Rail Trail (Chad/Andrew) 10 Minutes
Our application was submitted to the Federal Surface Transportation Board. We applied for a cost waiver to cover the \$4k application fee. We will hear in 60-90 days. NH Bureau of Trails needs to produce plans for the trail once the track is raised. John noted the Northern Borders funding of \$110k must be spent by September or will be lost. Chad and Andrew will continue to work on and follow this to ensure completion by September.
5. Other Business 5 Minutes
Nick Hayden brought forward a plan to publicize measured walking routes for the downtown and River District of a half mile, mile, and mile and a half. He hopes to encourage outdoor recreation and community health by doing this. He solicited input, and the group was very positive on the idea and offered several suggestions. Nick is going to move forward with the idea and reach out to local stakeholders to partner with.

River District Redevelopment Commission
Thursday November 9, 2017
5:00PM
OPERA HOUSE UPSTAIRS “TOWER CONFERENCE ROOM”

MEETING MINUTES

Commission Member Attendees: John Hennessey, Jim McMahon, Andrew Dorsett, Jessica Bunker, Alycia Vosinek

1. Construction Projects/Grant Applications Update (Andrew) **20 Minutes**
 - TIGER Application - Submitted
 - TAP Sidewalk Project – Engineer Selected
 - Saranac/Ammonoosuc Project – Easements, Extension Request

Andrew updated on the three projects. TIGER application for \$3.2 million submitted with assistance of Cathy Conway and NCIC. Would if approved fund Main Street phase II and intersection of Meadow and Saranac Street. Very competitive process with less than 10% of projects funded last year.

Transportation Alternatives Grant project, Town selected CMA engineers to design sidewalks, same firm that did safe routes to school on Pleasant and Union Streets. Construction likely in 2019.

Saranac and Ammonoosuc construction project has been delayed due to research needed for two property titles to determine appropriate easements to be signed. Extension request will formally be applied for with EDA once easements all in hand. Will be a priority for the Town to obtain these to get a successful extension and maintain grant funding.

2. Murro Property Planning Update (Andrew/Dave) **15 Minutes**

Dave is leading the effort to develop a plan to secure public parking, farmers market and additional community space on the Murro property, which is currently privately owned and only available for use by the public due to generosity of property owner. Dave is hoping to create a plan to secure at

least a portion of the property for permanent Town use. It is in the works however no solid plan is yet established to be presented to the Commission or Town. Hopefully in the near future. Dave is also researching grant options to help finance it.

3. Other Business

n/a

River District Redevelopment Commission
Thursday September 14, 2017
5:00PM
OPERA HOUSE UPSTAIRS “TOWER CONFERENCE ROOM”

MEETING MINUTES

Commission Member Attendees: John Hennessey, Jim McMahon, Andrew Dorsett, Dave Ernsberger, Chad Stearns, Jessica Bunker, Bruce Ralston (Planning Liaison)

We began the meeting by recognizing Ray Cloutier, who passed away in August, for his contributions in being a visionary for this project, hosting the initial design charrette, and serving as a member of the Commission since its inception.

1. Saranac/Ammonoosuc Construction Update (Andrew) 15 Minutes

Town and Engineers continue to complete administrative requirements in order to get final EDA approval and put project out to bid for construction firms. Construction likely to begin Spring 2018, working with EDA and CDBG for timeline extensions.

2. Community Sidewalk Project Update (Andrew) 10 Minutes

- Pleasant/Union Safe Routes to School
- \$800k TAP grant sidewalk project

Pleasant and Union Street Safe Routes complete. Town met with TAP engineering firms and is notifying them of the Town’s selection to engineer the project. Construction planned for 2019 due to standard approval process with state of NH.

3. Permaculture Tribute Proposal (Stacey Doll) 10 Minutes

Stacey recommended creating a tribute green space (ie permaculture design) with bench as a tribute to Ray Cloutier within the River District, preferably near the river and Tannery Marketplace. Stacey offered to donate her time and expertise, no cost to the Town for this project, just needed a place to locate it. Commission unanimously agreed and Stacey will work with Andrew to identify public space or private if anyone is interested in having it on their property. Stacey will bring location ideas to next meeting.

4. Rail Trail Status Update (Chad) 5 Minutes

Historical review is complete, state now to apply to federal government to relinquish rail. Hopefully approved to pull track in 2018.

5. Murro Property Status Update (Dave) 5 Minutes

Dave working with public and private partners to try to identify opportunity to provide parking for senior center and other town interests such as farmers market, maintain

easements for town projects such as river walk while private property owner pursues a sale of property.

6. Commission Membership (John)

5 Minutes

Selectboard asked Chair to confirm renewal of 3 members 3 year terms. Discussed, all three members up for renewal expressed interest to continue and were voted unanimously as approved for another term.

7. Other Business

River District Redevelopment Commission
Thursday July 6, 2017
5:00PM
OPERA HOUSE UPSTAIRS “TOWER CONFERENCE ROOM”

MEETING MINUTES

Attendees: Approximately 30 members of the commission/public/Mill St. property and business owners, and general interested parties in attendance.

1. Mill St. and River District Parking Discussion (John and Jim M.) 30 Minutes

- *John introduced the topic and opened the floor to discussion and solution recommendations*
- *Group identified several opportunities to pursue*
 - *Directional signage on Mill Street – one way and parking*
 - *Construction e-mail list from the Town to keep citizens up to date*
 - *Digital Parking Map posted by Town/Chamber, available for businesses to publish, searchable for visitors when google searching*
 - *Identify alternative parking locations (ie Movie theatre, laundry mat)*
 - *Land across river from Mill St. available to use/acquire/lease?*
 - *Lighting to assist remote parking/pedestrians*
 - *More presence of law enforcement at night*
 - *Identify pedestrian improvements, will lessen parking needs*

2. Riverfront Private Investment Ideas (Dave E.) 40 Minutes

- *Dave introduced topic and new property owners who requested input.*
- *Brainstorm of ideas for Ammonoosuc St. properties ensued*
- *Other community ideas that surfaced included outdoor performance venue, mural initiative, and walking/biking loop to be completed in river district*

3. Permaculture Partnership Proposal (Stacey Doll) 10 Minutes

- *Stacey review permaculture proposal to assist Town with some private business/educational initiatives she’s working on. No cost to town, Andrew and Stacey to follow-up to futher define opportunity and move forward.*

4. Bike/Pedestrian Planning Meeting Update (Andrew) 5 Minutes

- *Town and NCC will have results of Pedestrian/Bike Study available August*

5. Saranac/Ammonoosuc Construction Update (Andrew) 5 Minutes

- *n/a as covered above*

6. Other Business

