



City of Rochester, New Hampshire  
Office of Economic & Community Development  
33 Wakefield Street, Rochester, NH 03867  
(603) 335-7522, [www.rochesterredc.com](http://www.rochesterredc.com)

Rochester Economic Development Commission  
Minutes – August 16, 2022  
Rochester City Hall Annex – Online Teams Meeting  
33 Wakefield Street, Rochester, NH

**Members Present:** Whitney Apgar, Marsha Miller, Kris Ebbeson, Jonathan Shapleigh, Paul Giuliano, Tim Jones

**Members Present Remotely:** Janet Davis

**Members Absent:** Kristen Bournival, Ron Poulin

**Others Present:** Jennifer Marsh, Mike Scala, Terrance O'rourke

- A. B and C: Chairperson Giuliano called the meeting to order at 5:00pm.
- D. Roll Call attendance was taken.

**Meeting Agenda**

- A. Roll call attendance was taken as part D of the preamble.
- B. Marsha made a motion to approve the updated June minutes. Kris seconded the motion. Roll call was taken, all in favor.
- C. Review 7-35 Economic Development Commission Ordinance  
Terrance provided printed copies of 7-35 to members of the REDC. He highlighted 162-G:2 and how it outlines the duties of the REDC versus other commissions and the City itself. He noted that G3 outlines broad responsibilities and that G4 has been impacted by the Council's approval method of how spending works for the REDC fund. Terrance recommended the members of the REDC fully read the provided documents, prior to the creation of the REDC full planning document. He praised the LDI project, and noted that it was something only the REDC could do. Paul clarified that the REDC is a "tool in the toolbox" for a means of development in the City. Mike stated that the City does not actively look for development projects, that task has been given to the Economic Development commission. Paul asked Terrance who will now be responsible for purchasing property and acquiring land. Terrance said it is the City's hope that will now all occur through the REDC and the Economic Development Fund. The City will remain the acquirer for DPW or firehouse types of projects. Jonathan asked if a property is sold and a profit is made, who would receive the profit? Terrance stated he would confirm if the profit goes back into the Economic Development Fund. Mike noted that the REDC wants to update the ordinance to include some kind of wording that states housing and quality of life impact economic development. Mike clarified to the REDC that some meetings can be non-public and then be released to the public at a later date once a deal/understanding has been made. Jonathan asked if there are tax credits to developers if they sell properties to the city. Mike stated that they would have to donate the property to the City.



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**D. Preparation for City Council Workshop**

The group walked through the City Council Workshop agenda for 8/16/2022. Paul asked for clarification on how public questions are addressed during Public Input. Mike suggested outline topics for Paul to address including REDC member introductions, a quick summary of the REDC, and to showcase the success of the LDI project. Paul noted the process for use of the Economic Development Fund will be closely tracked and documented in order to show good items and also shortcomings of how the fund works. Paul reminded the commission members that the REDC are public meetings. Mike suggested the addition a public input session to the REDC meeting agenda. Mike noted that you can only hold a non-public meeting for land or personnel meeting.

**E. Other**

Paul suggested that Marsha assist Jenn in updating the meeting agendas. Mike noted some projects he would like to see the REDC become involved in, including a façade program.

Chairman Giuliano and some other commission members attended the City Council Workshop to provide a summary update on the REDC.

Jonathan made a motion to adjourn at 5:39 pm, Tim seconded. All in favor.

The next meeting will be held at the Cocheco Conference Room on September 22 at 4:00pm.

Respectfully Submitted,  
Whitney Apgar