

TOWN OF DERRY

Town Council
Derry Municipal Center

April 15, 2014
Tuesday - 7:30 PM

6:30 PM Non-Public Session 91A:3 II (c)

7:30 PM Call to order

Pledge of Allegiance, warning of fire exits, handicap access, & turn off all cell phones

Roll Call: Councilors Cardon, Fischer, Fairbanks, Dimmock, Katsakiores and Chairman Osborne (Councilor Bourdon absent)

Consent Agenda

- 14-37 Approve Special Meeting Minutes – March 25, 2014
- 14-38 Approve Non-Public Minutes – April 1, 2014
- 14-39 Approve Minutes – April 1, 2014
- 14-40 Approve Budget Workshop Minutes – April 7, 2014
- 14-41 Schedule Public Hearing – May 6, 2014 – Amend Derry Zoning Ordinance, Article V, Zoning Map and District Boundaries, Section 165-31, District Boundaries to amend parcel identification numbers as follows: Section A, General Commercial, add Parcel #35020, 19 Folsom Road and Parcel #35027, 8 Laconia Avenue; and amend Section N, Medium-High Density Residential District; remove Parcel #35020, 19 Folsom Road and Parcel #35027, 8 Laconia Avenue
- 14-42 Schedule Public Hearing – May 6, 2014 – Supplemental Appropriation of \$106,399 – Use of Winter Snow/Ice Control Fund – Committed Fund Balance (Capital Reserve)
- 14-43 Forgiveness of Unpaid Property Taxes

Consent agenda approved with corrections

Non-Public April 1, 2104 Roll Call: Councilor Bourdon – Absent

March 25, 2014 Page 1, Councilor Fisher asked to have the following sentence stricken from the record, (He doesn't feel the size of Derry wants someone new.)

In the Non-Public this evening, there was a vote to seal the minutes for Forgiveness of Unpaid Property Taxes

Vote: 6-0-0

Chairman's Report – Mark Osborne

As of this date, the Town Council has received a total of thirty-eight (38) Town Administrator resumes, which none have been reviewed as of yet.

The Blight Ordinance Sub-Committee, which was previously approved by the Council, has appointed Councilor Cardon as Chairperson. Their first meeting will be on Monday, April 21th at 9:00AM in the DMC 3rd floor training room.

The VFW has invited members of the Council for "Loyalty Day", Sunday May 4th.

Town Administrator's Report –

An email was forwarded to Mr. Budreau that Councilor Fischer had received from Mr. Jack Rivera of 14 Hilda Avenue regarding paving of both Hilda and Mark Avenue and if this would be taking place in the next fiscal year. Public Works Director Mr. Fowler has drafted a letter in response stating that paving of roads in Derry is part of road management and that Hilda & Mark Ave are unlikely to be paved in the next fiscal year.

Mr. Budreau spoke about an inquiry made by Councilor Dimmock on increasing Veterans' credits from \$300 to \$400 and stated that this would cause an additional \$98,000 and would increase the tax rate by \$.04.

Councilor Dimmock – expressed his feelings towards the increase for the Veterans' credits and feels that this should be done.

Public Forum-Open 6-0-0

Marc Flattes, Linlew Drive – He doesn't agree with hiring an Economic Development Coordinator.

Richard Tripp, Windham Road – He agrees with an increase on the veterans' credits.

Marjorie Palmer, Warner Hill Road – Reflected on common history and continued support for the Taylor Library.

Carrie King, Island Pond Road - Gave her insight into why the Town should continue to fund the Taylor Library.

Candy Westgard, Nutmeadow Road – Today she closed on her property at 18 Nutmeadow and appreciated the assistance of the Town with the release of public interest.

Steve Trefethen, North Shore Road - The new manager should look for available grants from the State for new businesses coming into Town. This had been done in the past through Rockingham Community Development.

Marianne Schnitzler, Bayberry Lane – Asked how much money has been budgeted for the salary of the new Town Administrator.

Brenda Wilson, Village Road – Has read a lot of articles regarding the potential applicants for the Town Administrator's position. She suggested the ethical thing to do is councilors with friends or acquaintances of applicants for the position would remove themselves from the process.

Lynn Perkins, Woodland Street – The tax burden puts pressure on everyone in the community and he requested the people in the Town join in the deliberative sessions next year.

Close the Public Forum Vote 6-0-0

Public Hearing –

- 14-31** Two (2) consecutive Public Hearings – relative to the following:
- 1) A proposed Community Development Block Grant application to the New Hampshire Community Development Finance Authority for up to \$12,000. The funds will finance an engineering study of the infrastructure of the Frost Residents Cooperative, a 30 unit manufactured housing community located at 139 Rockingham Road.

George Sioras, Planning Director – gave an overview of the Block Grant of \$12,000 and location of this community.

Donna Lane, Grant Administrator, read the availability and requirements to obtain this Community Development Block Grant stating that the funding would be for a study. She introduced Jeanee Wright, NH Community Loan Fund, who has worked with the board of this community.

Councilor asked questions of Donna Lane.

Open Public Hearing Councilor Katsakiores, Councilor Dimmock 6-0-0

No Public Input

Close Public Hearing Councilor Katsakiores, Councilor Dimmock 6-0-0

- 2) Residential Anti-displacement and Relocation Assistance Plan.

Ms. Lane explained that there would be no Anti-displacement and Relocation Assistance Plan; however, it must be adopted anytime CDBG Funds are asked for.

Open second Public Hearing Councilor Fairbanks, Councilor Katsakiores 6-0-0

No Public Input

Close second Public Hearing Councilor Fairbanks, Councilor Dimmock

**Move that the Derry Town Council approve the submittal of the application and authorize the Town Administrator to sign and submit the application, and upon approval of the CDBG Application, authorize the Town Administrator to execute any documents which may be necessary to effectuate the CDBG Contract on behalf of the Frost Residents Cooperative without further action of the Council. Motion by Councilor Fairbanks, seconded by Councilor Katsakiores
Vote: 6-0-0**

Move that the Derry Town Council adopt the Residential Anti-displacement and Relocation Assistance Plan as reviewed in April 2014.

Motion by Councilor Fairbanks, seconded by Councilor Cardon

Vote: 6-0-0 See Attachment #4

Old Business –

14-12 Review of Town Owned Property

Mr. Budreau asked the Town Council for permission to place eight (8) of the recommended properties for sale. For Sale signs will be placed this week.

Move that the Town Administrator be authorized to dispose of the properties recommended for sale on the attached listing and to do so in accordance with the Town of Derry Code, Article V, Section 5-29. (Attachment 1)

Motion by Councilor Fischer, seconded by Councilor Katsakiores

Vote: 6-0-0

New Business –

14-44 Appointments to Derry REDC, Heritage Commission, Highway Safety Committee

REDC

Carl Accardo

Member Expires 2015 **Vote: 7-0-0**

HERITAGE

Donald Kirkland

Member Expires 2016 **Vote: 7-0-0**

HIGHWAY SAFETY

Scott Sevard

Member Expires 2015 **Vote: 7-0-0**

14-45 Accept Anonymous Donation to Police Department

A citizen, who has asked to remain anonymous, has approached Chief Garone and wished to give a \$3500.00 gift for the purchase of a Speed Monitoring Sign System to be used in the community.

Move to accept the gift of \$3,500 to be used to purchase a portable speed monitoring system.

Motion by Chairman Osborne, seconded by Councilor Katsakiores

Vote: 6-0-0

14-46 Expand Economic Revitalization Zone

George Sioras, Planning Director, explained the expansion of this program into another area of Derry.

That the Derry Town Council authorize the Town Administrator to apply to the New Hampshire Division of Economic Development, Economic Revitalization Zone Tax Credits (ERZ) program to expand Derry's Economic revitalization Zone E to include the parcels identified on the attached list identified as ERZ Zone E Additional Parcel 4/15/14. (Attachment 2)

Motion by Councilor Katsakiores, seconded by Councilor Dimmock

Vote: 6-0-0

14-47 Release of Public Interest – 18 Nutmeadow Lane

Pursuant to RSA 231:51, the Derry Town Council releases any and all public interest in a 12, 684 square foot cul-de-sac portion of Nutmeadow Lane depicted on Plan C-15093 at the Rockingham Registry of Deeds.

Motion by Councilor Cardon, seconded by Councilor Fairbanks
Vote: 6-0-0

14-48 Community Development Coordinator

Chairman Osborne wanted to have this discussion before it was presented in the budget for efficiency of time during the budget session.

Discussion:

Councilor Cardon – is not opposed to putting money into this position but would be opposed to hiring someone immediately without all the key players in place. There needs to be more time to discuss.

Councilor Fischer – should hold off hiring another staff member before finishing the budget process. This is a position that should be done after hiring the new administrator

Councilor Fairbanks – agrees with Councilor Fischer.

Councilor Dimmock- would like a workshop to discuss salary and duties.

Councilor Katsakiores – thinks Council should wait until after a town administrator is hired. We need someone to sell Derry and agreed one is needed.

Councilor Osborne – has struggled with this but remains open to it. If the response is to bring in big businesses there needs to be infrastructure in place that can host big business and/or industry for Derry to sell.

Mr. Budreau stated he has put this in the budget as a place holder and would hope to have a new town administrator in place so that this person can make the decision. He then read the attached Staff Report dated 4/15/14 (Attachment 3)

Further discussion ensued to wait or not on this position.

Chairman Osborne asked the public to email the Council on their opinion of this position.

14-49 Budget Goal Setting Discussion (past, present & future)

Discussion:

Councilor Fischer has questions that are relative to the budget process. He would like to have a copy of Mr. Budreau's presentation on the proposed budget and have it put on the Town website. He would like to see the effect on the tax rate if the budget were reduced by 1% -2% or 3%. He would like to see a negative impact in services at a reduced cost.

Mr. Budreau will provide this information. He stated, "Lacking any input he assumed that the continuing the level of current services was expected, no tax increase and a level funded budget." This town government's appropriations have been essentially flat for eight years. Eighteen (18) fulltime positions have been eliminated, there has been a 20% increase in the CPI; Derry's increase in spending has been half of that.

Mr. Budreau further stated that this discussion should take place in October before the staff begins preparing the budget so that there is clear direction.

Council Requests / Open Discussion

Councilor Dimmock thanked the ZBA for hosting their meeting downstairs to accommodate the budget session that was held on April 7th.

Councilor Fairbanks would like to see on the agenda for the first meeting in May to discuss the next phase of hiring the Town Administrator and the evaluation process.

Councilor Fischer thanked Mr. Budreau for the info on the FT salaries and has another request. He would like Mr. Budreau to compile a comparison of the five surrounding towns used in his presentation of their department head salaries.

Councilor Fischer appreciates the response for Mr. Rivera. However, he would like for an opportunity for communication with the residents. Other councilors gave input and info into some of the history of the Rainbow Lake area.

Chairman Osborne spoke of a loss to our community. Long time teacher and basketball coach at Pinkerton Academy, Tony Carnovale has passed away. He sends his condolences to his family, friends and all the lives Tony touched over the years.

Adjournment 10:10 p.m.


Denise E. Neale
Town Clerk

May 22, 2013
Date

Recording & Transcription by: Denise E Neale, Town Clerk
Reviewed by: Larry Budreau, Acting Town Administrator

ATTACHMENT #1

Staff Report
Executive & Finance Departments
Agenda Item # 14-12
April 15, 2014

AGENDA ITEM
14-12
Date 4-15-14
Old Business
Approved 6-0-0
(Boudin absent)
4-15-14

TITLE: Review of Town owned Property – Final Recommendation

BACKGROUND: The Town Council received a staff report and a list of fifteen Town owned properties (most acquired by tax deeding) on February 4, 2014. The report proposed a decision-making timeline leading to a Council vote on the matter on April 15. Public hearings on the proposed disposition of the properties were held on March 18 and April 1, 2014.

DISCUSSION: A record of public hearing comments is attached, as well as the property list, revised to present the Administrator's and CFO's recommended disposition of each of the fifteen properties at this time. The recommendations are based on input received from Town departments, Town Council discussion, Town Boards and Commissions, and the public.

"At this time" indicates that properties recommended to be retained may be revisited in the future. The motion below only makes eight of the properties available for sale. This is not a vote that binds the Town to retain the seven other properties, either forever or for a given period of time.

FISCAL IMPACT: Unknown at this time. The potential exists for the Town to recoup unpaid taxes and interest and to return properties to the tax roll.

RECOMMENDATION: Accept the recommended action for disposition on the attached property listing.

RECOMMENDED MOTION: Move that the Town Administrator be authorized to dispose of the properties recommended for sale on the attached listing and to do so in accordance with the Town of Derry Code, Article V, Section 5-29.

Prepared By: Larry Budreau, Acting Town Administrator
Frank L. Childs, Chief Financial Officer

*Approved 6-0-0
4-15-14*

TITLE: New Hampshire Department of Resources and Economic Development (DRED) - Economic Revitalization Zone (ERZ) Tax Credits Program

TOWN ADMINISTRATOR'S COMMENT: I met with Planning and DRED. This is an excellent program. I urge you to expand ERZ Zone E by approving the recommended motion

BACKGROUND: A local governing body (Town Council) can apply to the NH Department of Resources and Economic Development to request an Economic Revitalization Zone (ERZ) designation for an eligible area or site prior to any taxpayer applying for a NH Business Profits Tax credit under this program.

ERZ zones are established to stimulate economic redevelopment, expand the commercial and industrial base, create new jobs, reduce sprawl, and increase tax revenues within the State by encouraging revitalization in designated areas. The Town has two ERZ zones.

1. Area D. Route 28/Crystal Ave., Downtown Central Business District. This area is zoned General Commercial and Central Business District. It includes vacant Town-owned properties in the downtown (the Difeo properties) and potential redevelopment of existing downtown buildings and sites. Also in this area are vacant commercial land and buildings along Crystal Ave.

2. Area E. Route 28/Manchester Road. This area is zoned Industrial and Commercial. It has been designated as a Tax Increment Finance District (TIF). There are approximately 120-125 acres of vacant land, the potential redevelopment of the former Hadco/Sanmina properties and buildings and the vacant parcels along Ashleigh Drive.

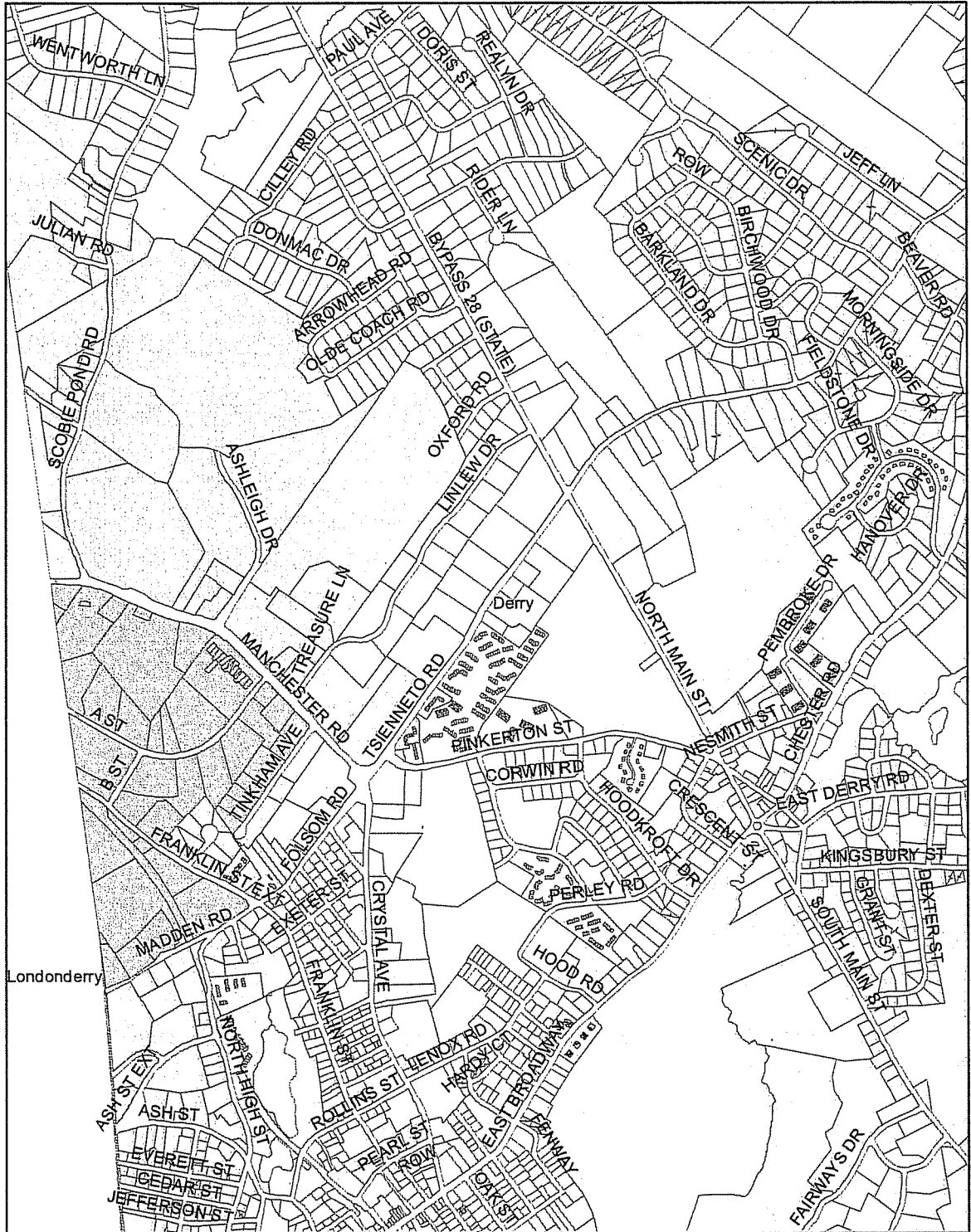
We seek to expand Area E, specifically in response to a request from a realtor who is listing a property on A Street. We have met with a representative from DRED, who, upon initial review, encouraged the Town to apply to expand the ERZ Zone. The attached map depicts the current ERZ Zone E in blue, and the proposed additional parcels in pink. A list of the specific parcels and an "ERZ Zone FAQ" are attached.

FISCAL IMPACT: No impact. The ERZ Zone allows businesses that meet the State's criteria to apply for a credit to their NH Business Profits tax. There is no loss of revenue to the Town. The potential positive impact is that the program may help incent businesses to establish themselves in Derry.

MOTION: That the Derry Town Council authorize the Town Administrator to apply to the New Hampshire Division of Economic Development, Economic Revitalization Zone Tax Credits (ERZ) program to expand Derry's Economic Revitalization Zone E to include the parcels identified on the attached list identified as ERZ Zone E Additional Parcels 4/15/14.

Prepared by: George Sioras, Planning Director and Larry Budreau, Acting Town Administrator

ERZ Zone E Additional Parcels 04/15/2014



Route 28/Manchester Road
Proposed Additional Parcels
Existing Parcels

DERRY, NEW HAMPSHIRE
GEOGRAPHIC INFORMATION SYSTEM
 A COOPERATIVE EFFORT OF THE FOLLOWING DEPARTMENTS:
 INFORMATION TECHNOLOGY, DEVELOPING, PLANNING, ASSESSING
 POLICE AND FIRE

This map was prepared by the Town of Derry, New Hampshire, using data provided by the Town of Derry, New Hampshire, and other sources. The Town of Derry is not responsible for any errors or omissions in this map. The Town of Derry is not responsible for any damages or losses resulting from the use of this map.

ERZ Zone FAQs

The answers are meant as general guidelines.

What does "ERZ" Zone stand for?

"ERZ" stands for Economic Revitalization Zone.

Why ERZ Zones were established?

ERZ zones are established to stimulate economic redevelopment, expand the commercial and industrial base, create new jobs, reduce sprawl, and increase tax revenues within the state by encouraging economic revitalization in designated areas.

How is an ERZ Zone defined?

First, a community must request designation of a site. An ERZ Zone must be either:

- A. A "Brownfield" zone (An industrial or commercial property that remains abandoned or underutilized in part because of environmental contamination or the fear of such contamination)
- B. Or has at least one of these characteristics:
 1. There has been a population decrease over the past 20 years (according to census readings).
 2. At least 51% of the households in the area have incomes less than 80% of the median income for households in the state.
 3. At least 20% of the households have a median income level below the poverty level.
 4. The zone contains:
 - I. Unused or underutilized industrial parks; or
 - II. Vacant land, or structures previously used for industrial, commercial, or retail purposes and designation of the zone as an ERZ zone would likely result in the reduction of the rate of vacant or demolished structures or the rate of tax delinquency in the zone.

How long will this initiative be in place?

The tax credits shall be available only for tax liabilities arising during the 5 consecutive tax periods including and following the date of certification by the commissioner.

How much credit is available?

The State of New Hampshire has designated \$825,000 for tax credits.

What does an employer need to do to qualify?

For a project to qualify it must expand the commercial and industrial base of the state, create new jobs in the state, and meet at least one of the following criteria:

- Creates a new facility.
- Makes expenditures to add buildings, machinery, or equipment to a facility that equal at least 50 percent of the market value.
- Makes expenditures to alter or repair a facility that equal at least 50 percent of the market value.
- Makes expenditures to alter or repair a vacant facility equal to at least 20 percent of the market value of the facility.

What paperwork is involved?

To apply for the tax credits you must fill out form ERZ-2 available from the Department of resources and Economic Development.

In addition, you must file a final report within 90 days of the completion of the project detailing the activities including the total of all investments used to complete the project.

Is there a fee to participate?

Yes. There is a \$100 application fee. If paying by check or money order, the fee shall be made payable to: Treasurer, State of New Hampshire.

How is the credit calculated?

The credit is based on a percent of the salary for each new job created and the lesser of; either a percent of the actual cost incurred for the project or a maximum credit for each new job created in the fiscal year

How can I claim the credit?


To apply for the tax credits you must fill out form ERZ-2 available from the Department of Resources and Economic Development's website.
<http://www.nheconomy.com/business-services/financial-other-incentives.aspx>

What happens if my plans change from when I first apply?

If you fail to complete a project, you forfeit the remaining tax credits that were part of the original agreement.

Who do I call with additional questions?

If you need to learn even more, contact the Division of Economic Development at (603)271-2341.


The NH Division of Economic Development

New Hampshire Division of Economic Development Economic Revitalization Zone Tax Credits (Res 2500)

Town/Municipality Designation ~ FORM ERZ-1

Mail to:

Div. of Economic Development
Program Administrator
P.O. Box 1856
Concord, NH 03302-1856

~ Office Use Only ~
Designation Code:

General Instructions: In accordance with Res 2503.02, a local governing body shall request Economic Revitalization Zone Tax Credit Designation for an eligible area or site prior to any taxpayer applying for tax credit project certification under this program. Follow the specific instructions given in each section and **TYPE** all information. Provide an original completed form with all required documentation.

SECTION A – INFORMATION

Instructions: Provide the following information.

Town/Municipality Name: Town of Derry

Tel. #: 603-432-6100 ext. 5403

Address: 14 Manning Street

(Street/ PO Box)

(City/ Town/ State and Zip Code) Derry, NH 03038

Contact Person: Larry Budreau

Title: Acting Town Administrator

Area/Site Name: ERZ Area E, Route 28/Manchester Road

Signature of Contact Person _____ Date: _____

~Office Use Only~

Jeffrey J. Rose, Commissioner
Dept. of Resources of Economic Development

Date _____

ERZ Zone E Proposed Additional Properties
04/15/2014

Business Name	Parcel ID	Zone	Property Address	City	State	Zip	Acres	Use	Category/Criteria
KKJP&C Real Estate Holding	08004	IND IV	44 Manchester Road	Derry	NH	03038	1.75	Auto S&S	U
Panagiota Arfanakis, Trustee	08002	IND IV	38 Manchester Road	Derry	NH	03038	0.98	Store/Shop	U
Peter-Sam Investment Properties	08001-004	IND IV	15 A Street	Derry	NH	03008	3.05	Farm	V
Tlor Realty Inc.	08001-004002	IND IV	13 A Street	Derry	NH	03038	2.25	Comm WHs	U
OSJL of Derry, LLC	08284	IND IV	30 Manchester Road	Derry	NH	03038	14.88	Store/Shop	N/A
Katsis Property	08283	IND IV	34 Manchester Road	Derry	NH	03038	0.35	Store/Shop	U
Maine Atlantic Properties	08285	IND IV	28 Manchester Road	Derry	NH	03038	2.0	Auto Supply Sales	U
WBIN, Inc.	08001-004001	IND IV	11 A Street	Derry	NH	03038	4.0	Radio/TV TR	U
Standard Realty Corp.	08001-006	IND IV	1 B Street	Derry	NH	03038	7.0	Factory	U
NIIT Heimar	08001-003001	IND IV	9.5 A Street	Derry	NH	03038	1.3	Ind Whs	U
E&C Peabody Enterprises	08001-003011	IND IV	9 A Street	Derry	NH	03038	1.16	Ind Whs	U
The Sportsreal, LLC	08001-003	IND IV	7 A Street	Derry	NH	03038	6.36	Oth In Rec	N/A
6 B Street Realty	08001-002	IND IV	6 B Street	Derry	NH	03038	2.119	Ind Whs	N/A
Bill-Jenn Investments, LLC	08001-002001	IND IV	115 Franklin Street Ext.	Derry	NH	03038	2.93	Factory	U
Five N Associates	08001-002002	IND IV	16 A Street	Derry	NH	03038	3.53	Ind Office	U
John & Anne McCarthy	08001-002003	IND IV	12 A Street	Derry	NH	03038	3.48	Ind Vac Bld	V
Derry Wellness Realty, LLC	08001-002004	IND IV	10 A Street	Derry	NH	03038	3.61	Health Spa	V
Robert & Julie Stuart	08001-009	IND IV	6 A Street	Derry	NH	03038	2.08	Factory	V
Elizabeth & Peter Cavallaro	08001-001	IND IV	16 Manchester Road	Derry	NH	03038	0.81	Conv food	N/A
M. Cohen Enterprises	08287	IND IV	14 Manchester Road	Derry	NH	03038	1.43	Rest/Club	N/A
Michael Bryant	35015-002	IND IV	10 Manchester Road	Derry	NH	03038	1.34	Shping Mall	N/A
Harland Brown	35015-005	IND IV	3 Tinkham Avenue	Derry	NH	03038	0.88	Auto S&S	U
Londonderry Church of the Nazarene	35015-004	IND IV	5 Tinkham Avenue	Derry	NH	03038	2.15	Church	N/A
Barter & Macklin, LLC	35015-012	IND IV	7 Tinkham Avenue	Derry	NH	03038	1.0	Factory	U
James Forrest	35015-013	IND IV	9 Tinkham Avenue	Derry	NH	03038	1.0	Ind Whs	U
Bravo Romeo Six LLC	35015-014	IND IV	11 Tinkham Avenue	Derry	NH	03038	1.0	Ind Whs/auto	U
John & Pauline Kachanian	35015	IND IV	13 Tinkham Avenue	Derry	NH	03038	0.86	Ind Vac Bld	V
John & Pauline Kachanian	35015-011	IND IV	8 Tinkham Avenue	Derry	NH	03038	2.03	Ind Whs	U
Ruby Holdings, LLC	35015-009	IND IV	6 Tinkham Avenue	Derry	NH	03038	1.0	Factory	U
Acara Realty, LLC	35015-003	IND IV	4 Tinkham Avenue	Derry	NH	03038	2.01	Factory	U
Franklin Place, LLC	31014-001	IND IV	98 Franklin Street Ext.	Derry	NH	03038	3.0	Comm WHs	U
Century Auto Parts, Inc.	31014	IND IV	80 North High Street	Derry	NH	03038	6.23	Ind Whs	U
Hyrax Derry Partners, LLC	35003	IND IV	120 Franklin Street Ext.	Derry	NH	03038	4.0	Comm Vac Bld	V
Seven Hills Development, LLC	31013	IND IV	5 Madden Road	Derry	NH	03038	10.93	Ind Whs	U
9 Madden Road Holdings, LLC	31013-001	IND IV	9 Madden Road	Derry	NH	03038	2.78	Ind Whs	U
Marclia Aboott	31012	IND IV	11 Madden Road	Derry	NH	03038	2.01	SF	N/A
Seven Hills Development, LLC	31011	IND IV	15 Madden Road	Derry	NH	03038	1.8	Res Vac Bld	V
JJ Shaw Revocable Trust	08003-001	IND IV	42 Manchester Rd, Unit 1	Derry	NH	03038	1.0	Rtl condo	N/A
John E Shaw III	08003-002	IND IV	40 Manchester Rd, Unit 2	Derry	NH	03038	1.0	Rtl condo	N/A
John E Shaw III	08003-003	IND IV	42 Manchester Road	Derry	NH	03038	2.3	Comm Vac Bld	V
20 A Street LLC	08001-005	IND IV	20 A Street	Derry	NH	03038	4.16	Ind Whs	U
Hyrax Derry Partners, LLC	35101	IND IV	Franklin Street RR-ROW	Derry	NH	03038	3.63	Comm Vac Un	V

ERZ Zone E Proposed Additional Properties
04/15/2014

Peter-Sam Investment Properties	08001-010	IND IV	5 B Street	Derry	NH	03038	1.0	Vac Bld	V
Edward & Julie Warren	08286-001	IND IV	22 Manchester Road, Unit 1	Derry	NH	03038		Ind Condo	U
J&B Realty LLC	08286-002	IND IV	22 Manchester Road, Unit 2	Derry	NH	03038		Ind Condo	U
Tedd & Terry Property Management Servid	08286-003	IND IV	22 Manchester Road, Unit 3	Derry	NH	03038		Ind Condo	U
DAP Realty, LLC	08286-004	IND IV	22 Manchester Road, Unit 4	Derry	NH	03038		Ind Condo	U
DAP Realty, LLC	08286-005	IND IV	22 Manchester Road, Unit 5	Derry	NH	03038		Ind Condo	U
City Electric Supply Company	08286-006	IND IV	22 Manchester Road, Unit 6	Derry	NH	03038		Ind Condo	U
Donald Belisle	08286-007	IND IV	22 Manchester Road, Unit 7A	Derry	NH	03038		Ind Condo	U
Donald Belisle	08286-007B	IND IV	22 Manchester Road, Unit 7B	Derry	NH	03038		Ind Condo	U
1347456 Ontario Inc	08286-008	IND IV	22 Manchester Road, Unit 8B	Derry	NH	03038		Ind Condo	U
Vacation Property Management	08286-008A	IND IV	22 Manchester Road, Unit 8A	Derry	NH	03038		Ind Condo	U
Ramp Holdings LLC	08286-009	IND IV	22 Manchester Road, Unit 9	Derry	NH	03038		Ind Condo	U
Michael/Brian/Timothy Driscoll	08286-010	IND IV	22 Manchester Road, Unit 10	Derry	NH	03038		Ind Condo	U
Michael/Brian/Timothy Driscoll	08286-011	IND IV	22 Manchester Road, Unit 11	Derry	NH	03038		Ind Condo	U
Michael/Brian/Timothy Driscoll	08286-012	IND IV	22 Manchester Road, Unit 12	Derry	NH	03038		Ind Condo	U
Michael/Brian/Timothy Driscoll	08286-013	IND IV	22 Manchester Road, Unit 13	Derry	NH	03038		Ind Condo	U
Michael/Brian/Timothy Driscoll	08286-014	IND IV	22 Manchester Road, Unit 14	Derry	NH	03038		Ind Condo	U

updated 04/04/2014

Staff Report
Executive Department
April 15, 2014

TITLE: Hire Community Development Coordinator

BACKGROUND: Derry's ratio of commercial / industrial valuation is lower than its peer communities; dramatically so in some cases. This is the result of a complex variety of historic, geographic and political factors that are beyond the scope of this report.

The Town is, and should be concerned about its total assessed valuation and resultant tax rate, and the ongoing revitalization of its downtown.

By unanimous vote, on January 28, 2014 the Derry Town Council established three goals for the Town. One, "creating a supportive environment for downtown redevelopment" cited Derry's lack of a central person or organization focused on coordination of economic development.

DISCUSSION: Things don't get done unless someone does them. Derry has recognized for years that it needs to have focused attention on economic development. In just the last ten years, the Town's efforts have included supporting the Derry Economic Development Corporation, adding a Community Development role to Planning Director George Sioras' job, hiring Business Development Coordinator Elizabeth Thompson, followed by contracting with the Arnett Development Group, then George Kassas, a local entrepreneur. Start and stop, start and stop. Naysayers have expressed that we've tried a number of approaches and spent a lot of money without achieving tangible results. It's a valid criticism. The trouble is that this isn't a short-term results issue. This is about shaping the future of the community for generations to come. It's not that spending on economic development is an unwise investment; it's that we have bad luck and made ineffective choices.

Presently, we are not marketing Derry. We are not identifying, evaluating and addressing actions that we can take to improve our attractiveness. We are not participating adequately in regional and statewide planning and collaborations to improve our lot in life. We are not reaching out. We should be proud of much of what Derry's municipal government accomplishes. But as to proactively advancing our economic future, we have been stagnant of late.

It is vitally important to the future of this community to heed the proverb, "If at first you don't succeed, try, try again." The need should be apparent. It's been apparent. It's apparent to other communities. We need a person whose job it is to continuously motivate the Town to focus upon economic development; and to guide the community development and revitalization activities of the Town Council, Planning Board, Town departments, and other Town boards & commissions towards increasing the disproportionately small level of commercial / industrial property valuation.

Surf the websites of other municipalities. Look at their economic development pages. Compare them to Derry's. We desperately need to work on ours. Things don't get done unless someone does them.

Many talented and committed citizens and employees and consultants have assessed Derry's needs and made recommendations over the years. Consider your experience as a Town Councilor. Are you familiar with and actively considering the Town's Master Plan, the Moving Derry Forward report, the Downtown Derry Committee's recommendations, RKG Associates' 2008 Downtown Market Plan, etc.? You may or may not be. However, these content-laden bodies of work don't get the play they deserve. We need to better focus our Town on its future development.

Economic Development and Planning go hand in hand. They work together and complement each other. But they are not the same. Think of a technical product sales team. An account executive is networking, cultivating relationships, meeting with potential and actual clients, marketing a firm's product or concept. He or she is likely to be visionary, conceptual, persuasive and competitive. In this scenario, the account exec is likely supported by a technical sales engineer. This is the person who very specifically understands the customer's needs and designs the software or the equipment, etc. He or she is exacting, thorough, not broad brush, but customer service and detail oriented. Two entirely different focuses. Two completely different skill sets. Both are necessary; one without the other is ineffective.

Account executive = Economic Developer. Technical sales engineer = Planning Director.

FISCAL IMPACT: Addition of a Community Development Coordinator is proposed to cost \$112,300 in FY15 for salary, benefits, subscriptions, supplies, etc. Directly attributable monetary return will be slow to come, however significant advances in our marketing and communications will be visible quickly. The Town's internet visibility and presence will leap forward in short order. Long term, the right person should galvanize the Town towards actions and activities that will have immeasurable value for generations to come.

RECOMMENDATION: Approve the following motion.

RECOMMENDED MOTION: Move the Derry Town Council approve the personnel addition of a Community Development Coordinator, pending final adoption of the FY 2015 budget.

Prepared By: Larry Budreau, Acting Town Administrator

Attachment #4 - April 15, 2014 Minutes

TOWN OF DERRY

CDBG Application

April 15, 2014

Public Hearing- Frost Resident's Cooperative Infrastructure Study #14-31

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development, public facility and housing projects and emergency activities that directly benefit low and moderate income persons. Up to \$12,000 is available per feasibility study grants.

This is a proposed application to the Community Development Finance Authority for up to \$12,000 in Community Development Block Grant Planning Grant funds. The funds will finance an engineer study of the infrastructure of the Frost Resident's Cooperative, a 30 unit manufactured housing park, located at 139 Rockingham Road. The majority of the residences are low and moderate income households.

This project conforms with Derry's Housing and Community Development Plan's Goal of Encourage public and private water and wastewater systems that are safe, sanitary and meet DES regulations

Funding request: up to \$12,000