



**City Center Initiative Committee**  
Tuesday, March 17, 2015 at 5:15 p.m.  
The Visitor Center, 14 North Street

**MINUTES**  
**Approved 4/21/2015**

**Present:** David Putnam, James Feleen, Marty Davis, Roselyn Caplan, William Carpenter, Angela Biggs, Timothy Frisch, Melissa Richmond

**Absent:** Thomas Rock, Kelly LeBlanc, David Messier, Catherine LaCasce

**Staff:** Mike McCrory, Interim City Planner; Zachary Williams, Business Development Coordinator; Kurt Beek, Project Manager

The meeting was called to order at 5:15 PM.

**Motion:** To move “City Center Business – North & Main Street Directional Signage” to top of agenda.

**Made by:** Mr. Carpenter

**Second:** Ms. Caplan

**Vote:** Unanimous in favor

**I. Meeting Minutes**

- **February 17, 2015**

**Motion:** To accept the minutes as presented.

**Made by:** Mr. Carpenter

**Second:** Mr. Davis

**Vote:** Unanimous in favor

**II. New Business**

- **City Center Business**
  - **North and Main Street Directional Signage**

Mr. Beek presented graphics showing the North and Main Street intersection reconfiguration project. He showed examples of the type of signage from the Manual of Uniform Traffic Control Devices (MUTCD) that is required by NHDOT. He then solicited ideas from the committee regarding discretionary directional signs. Ideas proposed by the members included:

- City Center
- Downtown
- City Hall
- Parking
- Shopping District (Washington Street)
- Opera House
- Sunapee & Newport
- Visitor Center
- Add more signage at the intersection of North and Washington Streets

Mr. Beek said the cost of the discretionary signs could be covered in the project cost so long as the signs were relevant to the project and were located in the city right-of-way. He said

that business owners would be solicited for input when the project reaches the 80% design stage (currently it is at 30%).

Mr. Putnam asked that Ms. Merrill bring some conclusive examples to the next meeting.

- o **Banners**

This topic was not discussed.

- **City Center Energy – Sarah Simonds, Vital Communities Solarize program**

Ms. Simonds, manager of the energy efficiency program at Vital Communities, presented information to the committee regarding the *Solarize Upper Valley* program and about ways that she can assist in the organization and management of community energy matters. She explained how the *Solarize* program works to reduce the cost and take the mystery out of residential solar installations.

Ms. Simonds said that the Vital Communities ([vitalcommunities.org](http://vitalcommunities.org)) and the New Hampshire Energy websites ([nhenergy.org](http://nhenergy.org)) both provide abundant information to assist in municipal energy planning and projects, including energy chapters for municipal master plans (particularly the *Strategic Energy Action Tool Kit* - <http://www.nhenergy.org/strategic-energy-action-toolkit.html> ). Ms. Simonds distributed copies of several energy chapters from New Hampshire community master plans for use as examples. She said in this urban setting, weatherization would save more energy faster than solarization. She also said that businesses would do better outside of the *Solarize Upper Valley* program. She also said that providing education and opportunities for alternative energy sources would be beneficial to the downtown. All acknowledged that the cost of energy is a critical factor for businesses in New England.

She offered her services as a resource and mentor in the committee’s energy-related work.

### III. Old Business

#### IV. Other

The committee discussed Mr. Feleen’s list of topics that he would like to address before the committee disbands. The committee asked that Ms. Merrill review the list and comment on which ones are included in the work the committee is charged with working on. Members were asked to add their own suggestions to the list if they chose to.

Parking will be revisited next month.

Committee members were asked to study energy recommendations.

The committee asked to have a City Center Neighborhood update at the next meeting.

#### V. Adjourn

**Motion:** To adjourn the meeting.

**Made by:** Ms. Caplan

**Second:** Mr. Carpenter **Vote:** Unanimous in favor.

The meeting adjourned at 7:05 PM.

Respectfully submitted,

*deForest Bearse*