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ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)
DRAFT MEETING MINUTES
September 22, 2026 @ 5:00PM
City Council Chambers
37 Green Street Concord (2nd Floor)
Concord, NH 03301

Attendees:
Committee Members:
Chuck Gilboy Chair (5:15PM), Mayor Byron Champlin, Emily Ricard, Ari Pollack, Bobby Segal, Judith Kurtz (5:15PM), Jim Bouley, Ali Sekou (5:30PM)

Absent Members:
Sal Prizio, Patrick Tompkins, Jean Hakuzimana, Alex Stoyle, Michelline Dufort

Guests:
None

Staff Present:
Matt Walsh, Deputy City Manager – Development
Tim Thompson, AICP- Assistant Director of Community Development

Meeting called to order: 5:33PM.

1. **Welcome by Chair:** Chair Gilboy welcomed those in attendance.

2. **Adoption of Minutes of August 25, 2026:** Bobby Segal moved to approve the minutes as presented. Emily Ricard seconded. The motion was approved unanimously.

3. **2050 Master Plan Update**
   a) **General Update**: Mr. Walsh provided a brief update about the project. He noted that the website is live (www.concordnh.gov/masterplanupdate). Members briefly discussed the September 19, 2026 Master Plan Visioning Open House. Several members noted they had attended and stated that the event was a success. A brief discussion ensued about ideas to engage Young Professionals in the process. Discussion also ensued about the public participation plan for the Master Plan Update, including the forthcoming community survey (which will allow for residents to participate digitally in the process), as well as the 6 neighborhood forums and 3 focus groups (housing, economic development, and new Americans). Mr. Walsh also

discussed upcoming meetings the consultant team will have with EDAC (as well as other Boards and Commissions) to receive their input on economic development issues for the Master Plan Update.

b) **Planning Board's Master Plan Advisory Subcommittee:** Mr. Walsh reviewed a memorandum from Planning Board Chair Rich Woodfin dated August 27, 2026, which discussed the Master Plan Advisory Subcommittee, and a request for EDAC to nominate a primary and alternate member to serve on the Advisory Subcommittee. Mr. Walsh discussed the role of the Advisory Subcommittee as detailed in Mr. Woodfin's memorandum. Councilor Kurtz nominated Alex Stoyle to serve as EDAC's primary representative on the Advisory Subcommittee. Councilor Sekou nominated Ari Pollack to serve on the Advisory Subcommittee. Bobby Segal nominated Jim Bouley.

Discussion ensued. It was noted that Alex Stoyle was a strong candidate given he is a City resident, has a young family, and is business owner / entrepreneur. He also expressed interest in either representing EDAC or serving as a public member of the Advisory Subcommittee. Ari Pollack stated he was flattered to be nominated, but expressed concerns about perceived conflicts of interest given his he is employed as a land use attorney who frequently represents developers and landowners before the Planning Board, Zoning Board and other City Boards and Commissions. Mr. Pollack noted that he is also a City resident and member of the Greater Concord Chamber of Commerce's local government affairs committee. Jim Bouley stated he was flattered to be nominated but felt there were others on EDAC better suited to serve on the Advisory Subcommittee and he declined the nomination.

After additional discussion, Chuck Gilboy moved to nominate Alex Stoyle to be EDAC's primary representative on the Advisory Subcommittee, and Ari Pollack to serve as the alternate member. Bobby Segal seconded the motion. The motion carried unanimously. Ari Pollack abstained from the vote. Alex Stoyle was not present at the meeting.

4. **Impact Fees**

a) **Ad-Hoc Impact Fee Committee Update:** Mayor Champlin, Councilor Kurtz, Chuck Gilboy, and Matt Walsh provided a brief update. It was noted that the Ad-Hoc Impact Fee Committee met on September 1, 2026 and it was the consensus of the Ad-Hoc Committee to proceed as follows:

- Repeal the automatic blanket waiver for transportation impact fees for nonresidential development
- Craft a new waiver provision with specific criteria whereby applicants may apply for waivers for nonresidential and residential development projects. Criteria shall include, but not be limited to, demonstrating financial need to make the project economically viable. Other potential waiver criteria may be related to elimination of blight, or fostering goals set forth in the Master Plan (such as redevelopment of the opportunity corridor).
- Adjust transportation and recreation impact fees as follows:
    - FY2027: 5% catch up for lack of inflationary increase during 2014-2026, plus actual inflation per construction cost indexes set forth within the Impact Fee Ordinance, with a maximum not to exceed combined total increase of 8% in FY 2027.

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- FY2028: 5% catch up for lack of inflationary increase during 2014-2026, plus actual inflation per construction cost indexes set forth within the Impact Fee Ordinance, with a maximum not to exceed combined total increase of 8% in FY 2027.
- FY2029 and beyond: Inflation per construction cost indexes set forth within the Impact Fee Ordinance, and that inflationary increases become automatic starting in FY2029.

- Research the potential cost to develop an impact fee to support debt service costs for the new Police Station and Concord School District Middle School.

The Ad-Hoc Committee will meet on October 28th to review a draft ordinance and report to City Council.

5. **Other Business**

a) **C-PACER Update:** Mayor Champlin reported that the City's Fiscal Policy Advisory Committee (FPAC) met on September 21st and voted to recommend that the City Council adopt the C-PACER program. Consistent with EDAC's January 2026 recommendations, FPAC recommended that C-PACER be available City-wide for qualified projects. A resolution to adopt C-PACER will likely be submitted to the City Council in the next couple of months.

b) **Regulatory Amendments:** An impromptu discussion of planning and zoning regulatory amendments ensued. It was noted that the City Council will hold a public hearing on October 13, 2026 regarding zoning amendments pertaining to parking, circulation, and loading, as well as relief for certain nonconformities associated with subdivision applications, and updates to the floodplain ordinance due to additional FEMA Flood Insurance Rating Map amendments. (The Planning Board has already approved corresponding amendments to the Site Plan Review Regulations pertaining to parking, circulation, and loading).

A discussion of the Greater Concord Chamber of Commerce's Local Government Affairs Committee's 2024 list of suggested zoning amendments ensued. It was noted that the majority of all items on the list had been addressed; however, potential amendments to the sign ordinance will not move forward until the City Planner Kellie Caron returns from maternity leave. EDAC requested that staff provide a list of zoning / regulatory amendments which have been completed to date at its next meeting.

c) **Design Review Committee:** An impromptu discussion of the Planning Board's Design Review Committee occurred. Staff explained that the Planning Board is allowed by statute to appoint subcommittees, and drew parallels to other land use boards (such as the Conservation Commission). Staff also explained that the authority for the Design Review Committee is set forth within Article 28-9 of the Zoning Ordinance. Members of EDAC expressed their thoughts about the advantages and disadvantages of the Design Review Committee, and associated review process. The Mayor and staff explained that the Design Review Committee only has the power to make recommendations to the Planning Board; which, in turn, makes final decisions on all applications. The Mayor and staff also noted that any applicant for design review who disagrees with the recommendations of the Design Review Committee may have a hearing with the Planning Board regarding their application.

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d) **Future Meetings: October 27, 2026:** It was noted that there is no known business for the October 27th meeting at this time. The Mayor and Chairman Gilboy will confer as the meeting date approaches to determine whether to hold an EDAC meeting on October 27th.

The meeting adjourned at 6:17PM.

Respectfully Submitted,

Matthew R. Walsh
Deputy City Manager – Development

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