

**Economic Development Committee
Meeting Minutes
DRAFT-May 15, 2018**

Members or alternates present: Chairman Kathy Eaton, Craig Gemmell, Steve Durgan, Alan Harding, Denise Roy Palmer, Bill Petersen, Linda Murray, Dave Bowers, Vice Chair-Cindy Patten and Kathy Tetreault

Members or alternates absent: Peter Cooke, Mary DeVries, and Jim O'Connell

Staff present: Town Manager David Owen, Director of Planning and Development Matt Sullivan and Amelia Capone Muccio-Recording Secretary

Guests: John Simms

1. **Call to order:** Chair Eaton called the meeting to order at 8:03 AM and noted a quorum was present.

2. **Consideration of Minutes: 4/17/18**

It was moved by Dave Bowers and seconded by Steve Durgan to approve the minutes of April 17, 2018 as amended. Members voted, all in favor, the motion passed.

3. **Reorganization of the Committee**

Chairman Eaton stated that it is that time of year for the re-organization and election of Chairman and Vice Chair.

It was moved by Kathy Eaton and seconded by Craig Gemmell to elect Cindy Patten as Chair and Alan Harding as Vice-Chair of the Economic Development Committee for the term expiring March 2019. Members voted, all in favor, the motion passed.

4. **Old Business**

- a. **Master Plan Update**

M. Sullivan provided a brief update of the ongoing committees reviewing the Master Plan and he provided a copy of the SWAFT exercise for review and comment at the next meeting.

Mr. Durgan stated there had been concerns in the past regarding economic development process but he is happy to note this time around he feels the process is pro-economic with various points of view being heard. He also commended Mr. Sullivan on his assistance in keeping the process moving and on target.

Mr. Bowers noted that in the past it has been suggested to include the burying of the electrical lines.

Mrs. Murray pointed out such was discussed and presented to the voters who in turn voted it down.

Mr. Owen noted that the Town has taken a pro-active approach on that issue and buried lines when projects have come up.

Mrs. Eaton noted that she feels there still needs to be discussion on parking and the need of a shuttle service noting many shop owners do still park out from of their shops.

Mrs. Murray noted that the Chamber has worked on that issue and the Board of Selectmen can discuss that further including the use of Carpenter School's lot in the summer time.

Mr. Gemmell suggested having it reviewed by a traffic engineer.

Mr. Sullivan noted that may be a way to approach it as the Planning Board in the past has not seen parking as a big issue.

b. Revised Work Plan

Mr. Sullivan provided the work plan for review and comment and noted that the Committee should get in practice of reviewing and updating it. He noted that the Master Plan forum is June 19th and the RT. 28 Corridor study will be presented to the Board of Selectmen May 16th.

Mr. Petersen suggested sending it every month with the Agenda to keep it fresh in mind and reviewed.

c. B R & E Report Card

Mrs. Eaton provided a brief update of the B R & E report card.

Ms. Roy-Palmer noted the survey has been updated and reduced to 17 questions.

*Secretary note: C Gemmell was excused from the meeting at 8:50 AM

5. Town Manager's Report

D Owen stated the following:

- New member Dave Chappelle was not able to attend this meeting as he is away in Florida but will be at next month's meeting.
- He provided the Community Profile for the State of NH website's which needs updating.
- He noted there is ongoing construction on Center Street until July at which time it will not resume again until late August. He noted the Mr. Ford provides regular updates on the project.
- The Foss Field Pavilion is close to completion.
- The Library plans to have a ground breaking in late summer.
- They continue to review the architect plans of the proposed upgrades to the Public Safety Building.
- The Libby museum feasibility study contract is in negation stage.
- The Town Docks is under construction with emergency repairs, the remaining upgrades are still in the planning stages.

6. Other Business

Mrs. Murray noted this being Mr. Owen's last meeting and she noted his retirement reception will be May 30th at the Great hall from 4:00 to 6:00 PM and is open to the public.

Being no further business before the Committee, Chairman Patten asked for a motion to adjourn.

It was moved and seconded to adjourn.

The meeting adjourned at 9:13 AM.

Respectfully submitted,
Amelia Capone Muccio