

DRAFT MINUTES

Exeter Economic Development Commission

September 27, 2016

Present: Lizabeth MacDonald-Chair, Dan Chartrand-Selectman Rep, Chris Surette, Darren Winham- Economic Development Director, Kelly Bergeron, Ian Smith, Dan Gutstein, Brian Lortie and John Mueller.

1. **Call to order:** The meeting was called to order at 7:01 by Lizabeth MacDonald.
2. **Approve Minutes – August 30, 2016:** The minutes of August 30, 2016: Ian Smith made a motion to accept the minutes as submitted by Grace Rogers. Seconded by Dan Chartrand. Unanimously approved.
3. **Financial Report – Brian Lortie:** Brian Lortie stated the current balance in the account is \$7,104.74 with no recent activity.
4. **Discussion: Follow up on Select Board Decision re: COAST Bus Shelter:** Dan Chartrand updated the committee stating there is a motion to accept the comfort station/shelter for installation. It is pending the approval of the Historic District Commission (HDC), since it is going to be placed within the HDC. Liz MacDonald asked Dan if he knew the time frame and he stated no. Darren Winham added he had gotten a call from a business on Lincoln Street and they are interested in having a shelter installed in that area. Dan Chartrand stated he would pass that info along to the BOS.
5. **Economic Development Project updates (Darren Winham):** Darren Winham updated the committee:
 - The C3I project on 8 Commerce Way is going well, moving into Mr. Shafmaster's property.
 - Darren had been asked by Mike Favreau to assist with the Rec Park and the abutters. Good progress has been made there. He said Mike can take the lead and letting the public know where he is on that.
 - Darren also announced there is a meeting Thursday, September 29, 2016 at 7:00 p.m. in the Nowak Room for the Economic Development Strategic Plan (EDSP) input session which is a follow up of the Epping Road session. This is specific to Kevin King's property. There is a P&S held by Tom Monahan which owns the abutting properties. Tom Monahan will be attending the meeting and will be showing some plans, not specific plans but what would make sense there. Mr. Monahan is looking for thoughts from the public on what they would want to see there.
 - The "Complete Streets" project for October 22, 2016 on Lincoln Street is moving forward and getting a lot of support. DPW will be donating manpower and supplies. Darren stated he personally is building a bump out in front of Three Brothers. And they will be placing tables and chairs out there to see what it would

look like. Businesses are donating time and manpower. Darren stated he may need a little bit of money to cover items that are not donated.

Dan Chartrand made a motion to authorize Darren to spend up to \$500.00 from the Economic Development Committee's account. If more money is needed a special meeting will be held. Seconded by Dan Gutstein. Vote was unanimous.

Volunteers are needed and they should contact Kristen Murphy, Natural Resource Planner for the Town of Exeter.

- Potential of Theater Company coming to Exeter and public input session April 20, 2016 related to Town Hall as location.
 - Darren stated although he and Todd Deluca, Chamber of Commerce, found a production company that had interest in coming to Exeter, Patrick Dorow Productions, Kittery Me. The Arts Committee did not want the second floor of the Town Hall used. They went to the BOS with their possibilities for use. The BOS instructed Darren to cease all efforts to rent or lease the Town Hall. Darren would like to see something come out of this idea, open for suggestions.

Chris Surette inquired as to how the notices of these meetings are getting out there to the public so they can attend. Darren stated Facebook, the Towns website and the local paper. Ian Smith asked if there is a better forum of getting messages out to the public in order for them to attend these meetings. Liz MacDonald suggested looking at neighboring communities to see what they have set up as frame work. Dan Chartrand brought up the fact that the local paper now has an on line service, Seacoast On Line that is a good avenue. After discussion it was determined that a subcommittee be set up to develop a Facebook page and come back with a proposal. Dan Chartrand, Dan Gutstein and Liz MacDonald volunteered to have one off line meeting and come back to the committee with a proposal.

6. Reminder: (Lizabeth MacDonald): Liz MacDonald stated out of the All Boards Meeting Julie Gilman-Selectwoman suggested these items:

- New member intro packets
- Mentoring/educational opportunities
- Synergy with other boards

7. Upcoming Events/Events Recap: October 22, 2016 Complete Streets demo at Lincoln Street Arts Festival: See Agenda Item #5

8. Economic Development Projects at other Board Meetings:

- Housing Committee:
 - John Mueller stated they are making progress on a "snapshot" of the housing industry. Cliff Sinott, Rockingham Planning Commission has put together a 2 page preliminary draft. Not ready for prime time yet.

- Planning Board:
 - Kelly Bergeron stated they had their 2nd CIP meeting and voted to formerly endorse the CIP's as presented. There are no applications for the upcoming October 13, 2016 meeting so they will be going over zoning amendments.
- Zoning Board of Adjustment:
 - No update
- Conservation Commission:
 - No update
- Historic District Commission/Heritage Commission:
 - No update
- Select Board:
 - Dan Chartrand items discussed were the purchase of the Carr property that abuts DPW; reestablish the Memorial Day Parade Committee; water restrictions-the State has maned extreme drought conditions; the Town Hall theatre vote; action taken on the COAST approval.
- Master Plan Process/EEDC Participation:
 - Dan Chartrand stated they approved the contract for the consultant. The input sessions are still planned for October and November.

Adjournment: Meeting was adjourned at 8:04 p.m. The next meeting is scheduled for Tuesday, October 25, 2016 at 7:00 p.m.

Respectfully submitted by Grace Rogers