



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Approved

**Windham Economic Development Committee
WEDC
Meeting Minutes
Thursday, April 10, 2014**

Present: Chairman R. Valentine, Members: J. Colburn, D. Connolly, J. Desilets, B. Donovan, E. Gallagher, P. Gosselin A. Letizio, , M. Oldenberg

Excused: S. Denopolis,

Absent: B. Breton

Admin Staff: L. Scott

Chairman Valentine opened the meeting at 7:35am with the Pledge of Allegiance. Chairman Valentine welcomed Paul Gosselin as the representative for the Planning Board and Joel Desilets as alternative Board of Selectmen representative.

Minutes for the 3/14/14 meeting were held for further review by committee members.

VOTED: On motion made (J. Coburn) and seconded (M. Oldenberg), the committee approved the appointment of two individuals to the Strategic Planning subcommittee. 8-0-1 (P. Gosselin abstaining.)

Web update: Mr. Scott Baetz of AdminInternet reviewed changes to the Community Development website to date. Issues such as photo inclusion, SEO, placement on search engines and the like were discussed. Overall, Mr. Baetz identified the need to clarify the goal of the site and drive content to the agreed upon goal.

Master Plan Steering Committee of the Planning Board: Mr. Gosselin explained that the PB has decided against forming a Steering Committee for Phase 1, instead electing to control Phase 1 within the PB and generate information by holding a series of workshops with community members and other town boards to gain input. It is possible that a Steering Committee would be initiated during Phase 2 and would be tasked with coordinating and prioritizing the information gathered in Phase 1. Chairman Valentine expressed his disappointment that the PB violated its RFP for Phase 1 and regretted the loss of opportunity for the WEDC to be more closely involved with Phase 1. Mr. Gallagher noted that the work of the WEDC Subcommittee for Strategic Planning may offer useful information for the PB and Ms. Scott agreed to keep the WEDC informed about the PB / Master Plan Phase 1 work.

Community Development: Ms. Scott noted a number of new business open houses, a well-received seminar series and positive feedback on the Welcome to Windham packets.



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TRC – Mr. Coburn – No commercial property decisions this month.

Planning Board – Mr. Gosselin encouraged the WEDC to continue to provide information to the Planning Board as the PB is looking at active development of the I93 corridor now that the construction work is nearing completion.

Board of Selectmen – Mr. Letizio noted that the BOS is reorganizing following town elections. His role on the BOS will increase in responsibility and he requested that Chairman Valentine relieve him of his chairmanship role with the Communications Subcommittee of the WEDC.

Chamber – Ms. Donovan noted a number of upcoming events including the April 17th Technology breakfast.

Marketing Materials – Ms. Scott showed a draft of the new marketing materials designed with 36 Creative, noting valuable demographic and development information. Discussion ensued regarding developing a targeted marketing plan to go after specific businesses and business types but many felt current zoning regulations would create a barrier to such an endeavor. Suggestions were made to bring such identified zoning barrier information to the Planning Board for review. There was some support for the Land Use Subcommittee to do such a review.

Strategic Planning – E. Gallagher noted that the subcommittee held its first meeting, will meet every two weeks and bring evaluations and recommendations back to the WEDC for approval.

Communications – No recent meetings to report

Land Use – No recent meetings to report

Infrastructure Subcommittee – R. Valentine noted that discussion identified a 12" water line that will extend slightly past Route 128 and could support Route 111 to I 93.

New Business: Chairman Valentine requested that subcommittee membership remain fluid until the BOS appoints new members to the WEDC. Ms. Scott noted an upcoming survey to be completed by the Community Development department and the WEDC which will include a public forum on development. This is concurrent with Phase 1 of the Master Plan work being done by the PB and Ms. Scott will help to share information. Mr. Letezio noted that construction on Route 111 has uncovered Dinsmore Brook which has not been visible since the original construction of I 93.

Meeting adjourned at 9:07.