

**Windham Economic Development Committee (WEDC)
August 13, 2010 Draft Meeting Minutes**

Welcome and Introductions

7:40am the meeting started.

Members of the committee that were present were Diane Wasilisian, Jim McDonald, Ralph Valentine, Jay Yennaco, Amy Spencer, and Sally D'Angelo. Ex-officio members attending were Sy Wrenn and Charlie McMahon. Members introduced themselves to Diane Wasilisian.

Laura Scott, Community Development Director, was also present.

Absent were: Al Letizio, Paul Gosselin, and Beverly Donovan.

Review of Last Minutes:

Change to July 9, 2010 minutes were requested by Ms D'Angelo to restate her comment "Ms. D'Angelo stated that if a member felt that he/she had might have conflicts of interest that they should not hold an officer position due the amount of times they might need to step down" and Laura so noted.

Mr. Yennaco made a motion to accept amended minutes and Ms D'Angelo second it. 7-0-1 with Diane Wasilisian abstaining.

Overview of Committees and Committee selections:

Ms. Scott spoke about the level of participation for each committee so the members of the WEDC could choose which committee they felt they could best contribute and serve on. Ms. Scott also commented on the fact that all WEDC sub committees had to be open to the public, the meeting agendas posted minutes need to be taken.

Ms Scott also noted that the WEDC is in charge of the strategic plan and survey.

Committees and WEDC volunteers:

- Zoning amendments – Mr. Valentine, Mr. Yennaco
- Strategic Plan/Survey- Mr. McMahon, Mr. Letizio, Jay Yennaco, Ralph Valentine
- WEDC website- Ms. Spencer & Ms. Donovan, with Jim and Diane as back-ups
- Community Development Marketing Campaign- Mr. Gosselin
- Community Survey- Ms. D'Angelo, Mr. McDonald, Mr. Letizio
- Salem/Windham Sewer- Mr. Wrenn
- Harvest Festival in Oct – Ms. Spencer
- Pennichuck Water Expansion- Mr. Gosselin
- 2011 Windham Business Series – Ms. D'Angelo, Ms Spencer, Ms Wasilisian

- Business Events - Ms Wasilisian
 - next one is at Wolf it down Sept 11

CIP Request:

Mr. Valentine felt it was premature for the WEDC to submit anything at this time. Ms. Scott wanted to make everyone aware of the process so they could read up on it in case we had a \$50,000 request in the future. Mr. McMahon made a motion and Mr. Wrenn second not to submit any request to the CIP. 8-0 votes in support.

Mr. Wrenn left the meeting.

Non-residential Map of vacant land and list of properties:

Ms. Scott presented the documents with the list of vacant properties she was able to collect from the assessor's office. Ms. Scott stated that this was just a list of vacant non-residentially zoned land and not a complete list of land available for redevelopment or additional development. Mr. McMahon asked if the state properties were listed and Ms. Scott was not sure.

Ms. Scott also presented information from the RPC Build-out analysis that was recently completed. This data is a good starting point but not 100% accurate since it was based on estimates and surrounding land patterns and not actual parcel data (wetlands, topo, etc.).

Ms. Scott also said she was not able to get a map as requested in the first meeting.

Ms. Scott suggested that in future years that WEDC consider conducting a non-residential build-out analysis that takes specific parcel data into account for a more accurate build-out scenario.

General Business:

For future meetings, agendas and meeting minutes will be emailed. However, if there are items for Committee members that can't be emailed, Ms. Scott will notify the Committee that there is material to be picked-up at the Department.

Ms. Spencer had a question about new businesses moving or relocating into Windham is there a form or something they should do. Ms. Scott suggested that they just call her so she can help identify locations or building opportunities. Once the marketing material is completed that will be a resource that can be provided to interested businesses.

Review of the Survey and packet by Mr. McDonald:

Mr. McDonald created a packet and shared the contents with the WEDC members. He reviewed the documents as to the purpose of the survey, the timeline, discussing what the initial survey included, rules of engagement and participation.

Mr. McDonald felt that time was of the essence. Survey available in 8 weeks, run ads, use a thermostat measuring success, 2 weeks to tabulate results, WEDC would have right of first review, then turn over to Board of Selectman, post results on the town website and report back to CTAP.

Ms. Scott commented that there is a page being created just for CTAP on the town website where the results could also be posted.

Mr. Valentine had a question about the survey itself, "Will people think this is what will drive development and do we want people to think this?"

Mr. McDonald said that he believes that the survey is an awareness tool. Mr. Yennaco agrees with everyone but that most customers who make suggestion to him cost him money and sometimes that the public opinion doesn't make good business sense or helps make money to operate the business. Mr. Valentine said he thought a vigorous debate may help but it is a great tool. But are we going against the larger majority.

Mr. McMahan said he disagreed with Mr. McDonald that the ones who show up to the town meetings are the ones who care and others do it at the booth through voting. Mr. McDonald believes there is a silent majority. Mr. McMahan says that we need to set the standard for moving forward and optimize what is left and set new paradigms. Mr. Valentine said citizens have the final say at the ballot box. Mr. McDonald said that asking permission and asking advice is better in the long run.

Mr. Valentine pointed out that wording is going to be very important for the ads.

Ms. Scott mentioned that in the last year that there has been a much more positive reaction to non-residential development but that it is usually the location and look of a proposal that bothers people, not the fact that it is a business.

Motion to move forward with survey was made by Mr. McMahan and was second by Ms. D'Angelo. Vote supported by 7-0.

Adjournment

Motion to adjourn was made by Mr. McMahan and second by Ms. D'Angelo. 7-0 .

Respectfully submitted,
Diane Wasilisian, Secretary