



*OLD VALUES - NEW HORIZONS*  
**COMMUNITY DEVELOPMENT**

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**Windham Economic Development Committee  
WEDC  
Meeting Minutes  
Friday, April 12, 2013**

**Present:** Chairman, Bob Young; Members: Dianne Connolly, Sally D'Angelo, Bev Donovan (7:37am), Paul Gosselin, Al Letizio, Ralph Valentine, Sy Wrenn (7:35), Jay Yennaco (7:43)

**Admin Staff:** Laura Scott

**Absent:** K. DiFruscia,

**Guest:** Mr. Jack Munn, SNHPC, Ms Donna Morris, Salem C of C, Ms Ruth-Ellen Post  
Chairman Young opened the meeting at 7:32.

**VOTED:** On motion made (A. Letizio) and seconded (P. Gosselin), the Committee approved the minutes of the February 8, 2013 meeting. 5-0-1 (S. D'Angelo abstaining).

**VOTED:** On motion made (A. Letizio) and seconded (D. Connolly), the Committee named Ms Sally D'Angelo as representative to the TRC. 6-0-1 (S. D'Angelo abstaining).

**VOTED:** On motion made (S. D'Angelo) and seconded (P. Gosselin), the Committee named Ms Bev Donovan as representative to the Village Center District Committee. 7-0-0.

**Membership and Communications:**

Chairman Young identified 3 expiring terms on the Committee, held by Mr. Valentine, Mr. Yennaco and Mr. Letizio. Mr. Letizio is newly elected to the BOS and will serve as their representative on the WEDC. Mr. Young encouraged Mr. Valentine and Mr. Yennaco to submit their letters of interest to the BOS. There is an additional open seat and Mr. Young indicated that guest, Ms Ruth-Ellen Post has submitted a letter of interest.

Mr. Young identified an email from Ms Post summarizing information she has obtained about various procedural matters in other EDC's throughout the state. Mr. Young will share via email with interested committee members.

Mr. Young described a letter received from Mr. Karl Dubay regarding the repositioning of the traffic light at the intersection of Range Road (Rt. 111A) and Route 111, in line with NHDOT road work on both routes 111 and 93. Discussion ensued regarding the impact on commercial properties currently accessed at that intersection. Mr. Letizio described in detail the BOS discussions around this issue, including issues of access, safety and liability. Ms Scott noted that she is trying to arrange a meeting with all interested parties to discuss impact. Mr. Letizio suggested that the BOS will solicit input from the WEDC when a decision timeline is identified.

**Certified Sites; Mr. Jack Munn, SNHPC**

Mr. Munn presented information about the "Ready, Set, Go" program for site pre-certification currently being designed for New Hampshire properties. He underscored the value of this program for promoting commercial property to developers nationwide and for preparing sites to be "shovel ready", thus attracting more development, jobs and business growth. He demonstrated the information available on

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**APPROVED**



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the program's current web site and described the three "levels" of certification anticipated. Towns throughout New Hampshire will be offered the opportunity to participate. Extensive discussion followed, with concerns being discussed on a number of elements of the program. Of specific concern were -

1. The absence of certification / designation for commercial and retail properties, which are more numerous in this area than industrial sites
2. The town's lack of sewer and water which could preclude certification at the third of three levels currently outlined in the program.

Mr. Munn invited concerned individuals to attend an upcoming workshop and indicated a willingness to create a program that met with the approval of town planning and zoning requirements as well as with the needs of area developers.

Mr. Young thanked Mr. Munn for his presentation and said the WEDC would discuss the plan in detail at the May meeting.

**Infrastructure: R. Valentine**

Mr. Valentine noted that the subcommittee is meeting frequently and is gathering a good bit of information about available water for commercial development.

**BOS: A. Letizio**

Mr. Letizio noted that he is hoping the work of the BOS will move to a more strategic level and will work towards collaboration with other town boards.

**Planning Board: S. Wrenn**

Mr. Wrenn noted the change in personnel on the Board following the March elections and with Ms Scott's assistance, distributed a list of topics the PB will consider this year. He highlighted those topics on which the PB would request input from the WEDC and noted the opportunity for collaboration.

**Community Development: L. Scott**

Ms Scott discussed recent and successful business visits and encouraged the WEDC members to participate more fully. Mr. Letizio congratulated Ms Scott on her very dynamic and positive outreach program. Mr. Young noted that the committee agrees that it is appropriate for the WEDC to support community development in business outreach. Ms Donovan suggested that Planning Board members may benefit from attending the visits to see the "finished product" of the regulation process.

**Chamber: B. Donovan**

Ms Donovan and Ms Morris reviewed upcoming events, including the EDC breakfast, Taste of Salem on May 15<sup>th</sup> and the Golf Classic on June 17<sup>th</sup>.

Mr. Young adjourned the meeting at 8:53am.