

Windham Economic Development Meeting  
Approved Minutes  
April 14<sup>th</sup>, 2017

Present:

Ed Gallagher – Chair  
Gary Garfield – Vice Chair  
Joel Desilets – BOS representative  
Rex Norman  
George Fredette  
Kristi St. Laurent – Planning Board representative

Excused – Lisa Walker, Melissa Magnuson, Bruce Richardson, Donna Morris, Mike Oldenburg

7:47am – meeting called to order followed by introduction of members and Pledge of Allegiance.

Discussion of March 10 minutes. Motion made by Joel Desilets, seconded by Kristi St. Laurent, to accept minutes from March 10<sup>th</sup>, 2017 meeting as amended. 3-0-2 with G Fredette and E Gallagher abstaining due to not being at the meeting on March 10<sup>th</sup>. Amendments are reflected on Final Minutes.

The Chair noted that there is a vacancy on the WEDC. Mr. Norman was asked to follow up with the Town Administrator to advertise for community members to seek appointment from the BOS.

Discussion of Master Plan and WEDC input. Kristi St. Laurent conveyed from the Planning Board that a water chapter will be added with a five person subcommittee established. One representative is requested from the WEDC. Discussion of providing two names so that between them one could always be in attendance. Motion by Joel Desilets to appoint Gary Garfield and Mike Oldenburg as representative for the WEDC seat on the Water subcommittee, second by George Fredette. Motion passed 5-0-1 with Gary Garfield abstaining.

Discussion of State Sale of Surplus Land parcel 13-B-74B with the Town Administrator requesting comment from the WEDC about any benefit to the town retaining the parcel. Comments included that no apparent value and utility to Town ownership of the parcel was evident given the size and location, that it would be of most use to any of the abutting parcels which would add it back to the tax rolls. Chair Gallagher requested Mr. Norman to draft a letter to convey this sentiment.

**Subcommittee Updates:**

Communications –

Mr. Norman gave an update about CGI Communications, a company that creates video to be linked to the new website. The videos of Keene were reviewed. There is no cost to the Town, the company monetizes it with advertisement shown alongside the video as it plays. It would be a three-year contract. Discussion surrounded whether there are local companies that could do similar video, perhaps putting out an RFP. The production value of the videos reviewed were noted to be high and positive. Question of what the goal is of the video, who is the target market and who/what would be drawn to the Town by viewing the video. Concern noted that advertisers may have appearance of favored status by Town, or that few advertisers would indicated a limited supply of businesses in town. Mr. Norman was asked to find out more information about availability to make updates, could it be used to focus on

economic development and therefore be featured on the Economic Development page? Also, to get local input and perceptions of the idea; and to get feedback from towns that have worked with this company in particular.

Infrastructure –

Letter was sent to Planning Board about offer to help with Master Plan, two members appointed earlier to ensure WEDC seat on Water Master Plan Chapter subcommittee would be filled. Looking to compile a map of infrastructure in Windham, conversations ongoing with Liberty Utilities for natural gas. BOS has also been talking with them.

Land Use – will discuss at next WEDC meeting the status of significant, available commercial properties and assessment of these parcels.

**Liaison Reports –**

BOS update – Joel will be the BOS representative to the WEDC, Jennifer Simmons will be the Alternate. Liberty Utilities is pursuing supply of natural gas to businesses and/or residents in Windham. The BOS is planning a meeting with the utility representatives to present an update, WEDC/Infrastructure encouraged to attend.

Planning Board – Dan Guttman is the newly elected Chair. Update was a reference back to the Water Chapter proposed for the Planning Board.

Technical Review Committee – Mr. Norman said the Planning Director mentioned inconsistent WEDC representation at TRC meetings. Mr. Norman mentioned that electronic meetings are being considered so input could be given by WEDC and others.

Greater Salem Chamber of Commerce – Breakfast event coming up on April 20<sup>th</sup> at Castleton with Governor Sununu. Two Windham businesses to be recognized; Carrier Funeral Home and The Common Man Restaurant.

Next meeting Friday, May 12<sup>th</sup> at 7:30am.

Motion by Joel Desilets to adjourn at 8:55am, second by George Fredette. Motion passed 6-0.

Minutes respectfully submitted by Kristi St. Laurent