

**Town of Hooksett
Economic Development Advisory Committee**

Date: 2/21/2017

**Town of Hooksett Municipal Building,
35 Main Street, Hooksett, NH, Council Chambers, 1st Floor**

Time: 5:00 PM

MEETING CALLED TO ORDER AT: 5:01

PLEDGE OF ALLEGIANCE: 5:02

PRESENT: David Scarpetti Chair, Paul Scarpetti Vice Chair (Planning Board), Dan Bouchard Invited Guest, Dan Lagueux Member, Alden Beauzheim Invited Guest, Marc Miville (Town Council).

STAFF: JoAnn Duffy (Town Planner), Kathy Lawrence (Minute Taker)

ALTERNATES: N/A

EXCUSED: N/A

Minutes to approve from 01/17/2017

David Scarpetti Motion to accept Minutes from 01/17/2017

Paul Scarpetti – A Change: *On last line of 1st page it is written: Interested. It should be written: Not Interested.*

Motion to approve Minutes of 01/17/2017 with changes:

Made by Marc Miville 2nd Paul Scarpetti Abstained Dan Lagueux

New Business

*SNHPC and CNHPC – Comprehensive Economic Strategy Plan – Volunteers Needed
Jo Ann Duffy -A letter that Dean received from SNHPC is requesting volunteers to serve on a committee called CEDS, (Comprehensive Economic Development Strategy), which is a funded*

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economic development planning process and report designed to coordinate economic development efforts.

Jo Ann- Through this advisory committee they are looking to help towns identify their highest priority economic and development projects and assist the towns in qualifying for funding. Last time around we had no one attending to get us on the list of possible grants available. They are asking for 1 representative and 1 alternate.

Marc - Dean will be primary representative and asked me if I would check with this committee if anyone was interested in volunteering to be the alternate if he can't make a meeting. I don't know what will be required of the alternate.

David S-Who would like to Volunteers for it?

Marc M- would be alternate but may have a hard time making day time meetings.

Dan L -will be the business representative (not the alternate)

David S-Marc, if you can't make it I would be an alternate if you can't make it.

Marc-Does the alternate need to be at all 3 meetings?

Jo Ann- will find out when the meetings are and will email everyone the schedule and who is required to attend all meetings.

Board Membership – Recommendation for New Appointments and Resignations

David S-Conversation continues about our membership. Dan Bouchard was invited tonight. I asked Dan to come because we should be working close with the Chamber and Dan is a member of the Chamber of Commerce. I think it is important to have him here so we can work together.

Dan has a conflict with Tuesday meetings due to his job so if it is possible can we the members work out a new time/day to meet that we can include Dan Bouchard.

3rd Wednesday @ 4:30 of the month would work for all members

Jo Ann D- March 15th will be the next meeting date.

David S– For this committee we still would like to recruit more members, either business representatives or residents of Hooksett. We are looking for members who will be committed to attending our meetings.

Jo Ann D – We should have in this committee up to 4 resident representatives, 3 business representatives 1 Town council Representative, 1 Planning Board Representative. 9 altogether, some of our members are both.

Matt B-Business member, Dan B–Business member, Alden-Business member.

Dan L., David S., and Ivan G are all 3 residents.

Marc Miville Town Council representative

Paul Scarpetti Planning Board representative

Jo Ann D- We would need 1 more member as a resident representative.

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David S-I have read over past meeting minute. In some of those meeting we have talked about branding and to have members that are passionate about our community. We talked about making available display cases for our local businesses to advertise in here at the Town Offices. Do we have more cases available for business displays we can put in hall by town Clerk's Office?

Paul S -The businesses that took part in our survey should be the first we offer to create displays and advertise their businesses.

Alden B- Yes, there are 2 of stored here.

Marc M- we could have more than one business in each case so more business could be promoted.

Paul S- How do we start this?

David S- Do we get Dean's approval?

Marc M -This committee will need to come before the council to provide an update which is required once a year, and when you come before the Council you can pitch this idea to them at that at time.

Jo Ann D- As far as the display case, Do we need to go to Council for that?

Paul S- If we start the project before that then it can be shown to them as to what we have accomplished.

Marc M – I think it would be appropriate for the Council to know about it first.

Paul-We have talked about pictures of business growth and we would like to put some of those pictures on the web site.

Jo Ann D –I think we need to hear that that page is updated first.

David S -What about a link to the chamber of Commerce, is that on there?

Jo Ann D – Yes, the updated Chamber link is on there.

Dan B- If business can link Chamber thru the Town web site then they have all the Chamber business information right there. The Chamber can advertise that the cases are available at the Town Offices and those businesses that use or visit our site can see that advertising opportunity is available to them.

Paul S – We need to get on Town Council agenda about the business cases for town hall.

Marc M – I can check with Nick about that.

Dan D – gave an update as to the membership numbers of the Chamber of Commerce

Jo Ann D – do you want to go back to the membership and any motions of members

Marc M – made a motion to remove Muamer Durakobic from this committee due to the lack of attendance and the difficulty it has created for this committee to hold quorums.

2nd by: Paul S.

All in favor

David S- Made a motion to add Dan Bouchard as a business member to this committee.

2nd by: Marc M.

All in favor

Marc M - A motion to remove Steve Smith as a member of this committee.

2nd by: David S.

All in favor

David S- made a motion for Alden to become a business member of this committee

2nd by: Marc M.

All in favor

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Marc M -Will advise the Council that this committee has made these motions. All are pending until Council has approved. By next meeting it should be done.

Old Business

*Business Retention and Expansion Program Recommendations
Recommendations from businesses that were surveyed and how to follow up.*

Paul S- Should we reach out to the poultry business that is moving and help them market the existing building that will bring in a new business.

Follow up with Red Flag Issues

Jo Ann provided members with the business that filled out the survey and were Red Flagged due to concerns or needs that they were experiencing: Due to confidentiality the businesses are not mentioned

- #1-David will reach out to them as a follow up of the survey.
- #2-Just purchased the building and they renovating for the future.
- #3- Paul will give them a call
- #4-They have another location all approved and they are developing now for their business.
- #5-He has the land to expand.
- #6- Next time Matt is here he may have more info on what the survey comments meant.

*Update on Economic Development Web Site
No discussion*

Chamber of Commerce Involvement- Dave

Business Follow-up Letter

Jo Ann- We have talked about following up with these local businesses by providing information from the final report. Should we go to the business and show them the Report?

Paul S- That would be a great way to then offer the opportunity to advertise in the display and thank them for their participation

Dan B- Had already reached out to those that he had talked with and gave them a copy of the Report.

David S- We had talked about a get together with the business.

Paul S -Last meeting we decided to not have a get together.

Marc M - I thought we had talked about condensing the report to include just what would interest the Business.

Marc M- Pointed out from last meeting minutes what pages the committee felt was best to provide as a condensed version of the Report.

David S- Make copies of the pages from the Report that we had previously decided to provide to the businesses that participated and inform them about the displays cases that we are planning on preparing.

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Dan L -Is it on the town web site? If we can provide a link from the web site, that would be nice. A hard copy is also appreciated by most business owners the information it can provide might save them from looking in several different places.

Dan B- Can it be added to the Chamber web site?

Town Planner's Update:

Jo Ann D -Chuckster's has started there site work.

Shooter's has received approval for 6,000 sf expansion to include retail space a sandwich shop and a museum.

UTZ has started site work

Town Fair Tire is looking to come to Hooksett but Planning still needs to be approved.

Alden B- We did get our River Sea plane landings approval from the State and the FAA.

Marc M -TIF is going for approval with the Town Public Hearing on March 14th so please come out and vote.

Motion to Adjourn by: Marc M -6:30

All in favor.

Next Meeting Date March 15th @ 4:30

Minutes respectfully submitted:

Kathy Lawrence

Posted 02/24/2017

