

Town of Newington, NH
Economic Development Committee Meeting Minutes
Thursday, April 26, 2018 Town Hall

Chair Brandon Arsenault called the meeting to order at 6:00pm

Present: Ted Connors, Selectman, Ken Latchaw, Selectman, Gerald Coogan, Town Planner, Bob Raymond, Brandon Arsenault, Jill Boyton, Martha Roy, Town Administrator and Eleanor Boy, Recorder.

T. Connors made a motion to approve the minutes of March 29th, 2018, M. Roy seconded the motion will all in favor.

Review of EDC Bylaws:

M. Roy reviewed the bylaws with the committee. Discussion ensued regarding the committee's makeup, when meetings are to be held, what is a quorum, how future vacancies will be filled, how officers are elected, the duties of the chairman, potential conflicts of interest and the necessity for confidentiality.

Each committee member will put in writing all the businesses that they are associated with. If they are an officer or a director the relationship has to be disclosed.

Website Review:

The group shared their thoughts on the website presentation. Some members thought the current website was good and just needed a couple of tweaks. Some changes mentioned were different pictures, a "doing business" tab on the home page, a better contact page, a clearer explanation of what is needed to go before the Planning and Zoning. Others thought the website needed a complete overhaul and a consultant should be brought in to design a new website that would be attractive to businesses. B. Arsenault cautioned the committee about not forgetting the residents and the website needs to be a combination of resident and business information. J. Boyton wanted to know more information on the process if the mall goes out of business. M. Roy stated that A. B could speak to that at the May meeting. The committee would also like to know; How many people visit the website each day? Could there be a list of businesses and links to the businesses websites?

Business Visitation Program:

- Send members of committee to meet with companies
- Develop a standardized list of interview questions
- Develop list of questions
- Why did they come to Newington
- How has the business' experience with Planning & Zoning Boards and Permits?

G. Coogan will work on the survey for businesses and set up a schedule.

Portsmouth and Durham are already doing this visitation program.

B. Arsenault thought that the Town could get an intern from UNH to work on the website.

The next meeting is scheduled for May 31st, 2018 at 6pm.

The meeting was adjourned at 7:09 pm.

Respectfully submitted,
Eleanor Boy
Recorder