

Town of Newington, NH  
Economic Development Committee Meeting Minutes  
Thursday, May 31, 2018 Town Hall

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

**Present:** Chair Brandon Arsenault, Bob Raymond, Jill Boynton, Alicia Busconi, Jennifer Kent Weiner, Ken Latchaw, Selectman, Martha Roy, Town Administrator and Eleanor Boy, Recorder.

The Committee reviewed the April 26, 2018 minutes. B. Arsenault called for a motion to approve the minutes. **M. Roy moved to approve the April 26, 2018 minutes. J. Boynton seconded the motion with all in favor.**

**Recap of Rochester ED Director Information:** The committee discussed K. Pollard's presentation on Tuesday the 29<sup>th</sup>. Discussion ensued on zoning restrictions, smart growth, the need for an easier, quicker path for businesses going through the process of getting a site plan approved by planning and zoning, the importance of having a good "business outreach program", the importance of having a 10 year strategic plan for business development and how economic development should be included in the master plan. K. Latchaw will contact the master plan committee.

M. Roy showed the committee a binder that includes a list of available properties, both vacant land and office space in Newington. A. Busconi suggested that these properties be put on a map to be handed out because when people are looking to relocate a business they usually drive around town looking for properties, so a map would be good. It was suggested to add whether the properties are for sale or lease and what zone they are in.

Alicia Busconi and J. Kent Weiner suggested the Town could host an event for brokers. The event could have a speaker and food etc. A. Busconi offered to help with an event.

**Review of EDC Bylaws & Right To Know Law:** M. Roy reviewed the EDC bylaws. She asked all members to look at Article 7 regarding conflicts of interest as well as confidentiality. M. Roy asked each member to email B. Arsenault and let him know of any potential conflicts or the lack thereof.

The new terms for the committee members were discussed. M. Roy explained that counsel suggested staggering the terms when they were reviewing the EDC bylaws. E. Boy will send out an email to everyone with their new terms.

**Business Visitation Program:** M. Roy passed out a list of potential business visitation questions developed by Jerry Coogan, Town Planner. She asked everyone to review them and send her comments and suggestions. Karen Pollard has agreed to look at the list of questions and give her suggestions. The committee is hoping to start the visits in August or September. Jennifer Kent Weiner, Brandon Arsenault and Alicia Busconi would like to be considered to be part of the visitations. A. Busconi suggested that the committee makes sure that they set up the visits with the decision makers. It is important to do the research first to get the biggest impact with the visits. The visits could be by video, if necessary. Jennifer Kent Weiner suggested that the committee send the questions to the business before the visit so they would have some time to really think about their answers.

**Website Update:** M. Roy showed the committee an example of the new ED page for the website. E. Boy has changed the pictures on the home page. The planning and zoning processes will be streamlined on the webpage.

A letter should be sent out to all realtors in the area listing all the available properties in Newington.

J. Boynton moved to adjourn at 7:21 pm. Jennifer Kent Weiner seconded the motion with all in favor.

Respectfully submitted,

Eleanor Boy  
Recorder