

Town of Newington, NH
Economic Development Committee Meeting Minutes
Thursday, June 28, 2018 Town Hall

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

Present: Ted Connors, Selectman, Ken Latchaw, Selectman, Bob Raymond, Brandon Arsenault, Mike Donahue, Alicia Busconi, Jennifer Kent Weiner and Eleanor Boy, Recorder.

M. Donahue moved to approve the minutes of May 29th, 2018. T. Connors seconded the motion with all in favor. Jennifer Kent Weiner moved to approve the minutes of May 31st. T. Connors seconded the motion with all in favor.

UNH Intern (s) Point Person:

B. Arsenault has the contact information for the Professional Placement for Internships at UNH. He is looking for a committee member to volunteer to be the contact person with UNH. J. Kent Weiner volunteered. Discussion ensued about what projects the committee would like the intern to do, should the position be paid or unpaid, if paid how much? Possible projects to be worked on: A brochure promoting Newington, the "doing business" page on the website, photos, updating the list of available properties and maintain the list and developing a plastic business card with a jump drive on it.

M. Roy will contact J. Kent Weiner to tell her what the rate and responsibilities for the intern will be.

Review of Business Visitation Program Surveys:

The committee was presented with several lists of questions for the visitation program. The committee agreed that the Rochester samples were longer than what Newington wanted, but had many good questions and the committee liked that the list had different categories. The committee also liked the list of questions that Jerry Coogan had prepared.

The consensus was to use a combination of G. Coogan's questions and some of the questions from the Rochester survey. B. Arsenault asked everyone to look over both lists and send him any recommendations by 7/11/18.

Business Visitation Program: J. Kent Weiner wanted to make sure to that the committee is meeting with the "right person" when visits are made. M. Donahue told the committee that he would develop a disclosure that should be on top of the EDC survey. The committee thought the first visit should be to Wilcox.

B. Arsenault would like to get a "picture" of the businesses in the area. What is the turnover rate? It was suggested that Bernie and Phyl's might have put together that information before they made the decision to locate in Newington. E. Boy will ask Jerry Coogan to contact Bernie and Phyl's and ask if they have that information.

Site Plan Review Procedure: This item was tabled until the July 26th meeting.

June Town Planner Report: This item was tabled until the July 26th meeting.

The committee would like to receive the packets for the meeting at least 48 hours before the meeting. 24 is not enough time to review everything. The Town Planner report should also be included.

At the next meeting, the committee would like G. Coogan to speak about the Master Plan and how it relates to the EDC going forward.

The committee discussed if the Town should have a social media strategy. The intern could be in charge of it.

The next meeting is scheduled for July 26th, 2018 at 6pm.

The meeting was adjourned at 7:01 pm.

Respectfully submitted,
Eleanor Boy
Recorder