

Town of Farmington
Economic Development Committee Meeting
Tuesday, April 12, 2016

Committee Members Present:

Resta Detwiler
Randy Orvis
Elaine Aylard
Martin Laferte, Planning Board Rep.
Ann Titus, Selectmen's Rep.
Denise Roy-Palmer

Call to Order:

Vice Chairman Aylard called the meeting to order at 6 p.m.

Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

Moment of Silence/Remarks:

Vice Chairman Aylard asked members to observe a moment of silence in thanks for all that has been done and all that will be done as well as for our veterans and service people.

She then thanked Ann Titus for her efforts as committee Chair over the last year and welcomed new member Randy Orvis to the committee.

Ms. Aylard thanked everyone for their work in getting the TIF District plan developed and approved by voters at Town Meeting. She also thanked TV Coordinator Robert Hall and Recording Secretary Kathie Magoon for their help.

Election of Officers:

Motion: (Detwiler, second Laferte) to nominate Elaine Aylard as committee Secretary passed 5-1 (Orvis abstained),

Motion: (Detwiler, second Aylard) to nominate Denise Roy-Palmer as Vice Chairman passed 5-1 (Orvis abstained).

Motion: (Laferte, second Roy-Palmer) to nominate Resta Detwiler as Chairman passed 5-1 (Orvis abstained).

Public Comment: Mr. Orvis told the committee that the Board of Selectmen approved his appointment to the committee but that he had not yet been sworn in. He said he planned to get sworn in at the Town Clerk's earliest convenience.

Ms. Aylard then turned the meeting over to Ms. Detwiler.

Review of Minutes:

March 2, 2016-

Motion: (Titus, second Laferte) to accept the minutes as written passed 5-1 (Orvis abstained).

Old Business:

A). Moose Mountain Regional Alliance- Ms. Roy-Palmer told the members the group is currently working on finding website designer to develop a website to promote the towns in the Alliance.

B). Review Bylaws- Ms. Titus said a copy of the proposed revisions to the EDC bylaws was given to the previous Selectmen's Rep. but that Selectmen have not yet reviewed them. She is now the Selectmen's Rep. to the EDC and asked for another copy of the revisions to bring to the next Board of Selectmen meeting for review.

C).Sarah Greenfield Business Park-

1).Sign Payment- Ms. Titus reported that the payment for the business park sign had been made by the previous Town Administrator. When a mistake to the wording was discovered the sign company refused to reimburse the town or fix the mistake for free. She said Selectmen then refused to approve the expenditure of \$200 by the EDC to correct the one word error. No further action was taken.

2).Lot Prices- Chairman Detwiler said an RFP for commercial real estate broker services has gone out to local brokers/companies. Ms. Roy-Palmer asked if the town was seeking a market analysis or a full appraisal of the available lots in the business park. Ms. Titus said Selectmen requested quotes for a market analysis only. Mr. Orvis said sale of any of the lots will add to the town's tax base and suggested Selectmen be flexible with the lot prices. He added the sale price could be tied to the proposed type of business and the number of jobs it would bring to town.

D). Town Signs- Ms. Titus reported that the EDC's contribution of \$200 to replace/repair the "Welcome to Farmington" signs was approved by Selectmen.

New Business:

A). NH Economic Development Association – Chairman Detwiler told the members she joined the association on April 1. She said she joined as an individual member on behalf of the committee at a cost of \$40 a year and asked the committee to reimburse her for the cost. Discussion included the purpose of the association, number of meetings yearly, topics of discussion, Ms. Detwiler did not seek approval of the committee before joining the group, protocol wasn't followed and reimbursement must be approved by Selectmen.

Motion: (Laferte, second Aylard) to reimburse Chairman Detwiler for the \$40 passed 4-1-1 (Titus opposed, Orvis abstained).

B). New Members-Personally Contacting Town Businesses- Chairman Detwiler said the Planning Office is sending out postcards to businesses/property owners in the downtown area to inform them about the 79-e District program. She suggested that some members follow-up the postcards with personal visits to the businesses to discuss their thoughts about the program or other issues affecting local business. Ms. Roy-Palmer said the 79-3 program is an incentive to renovate or make improvements to their properties with a three to five year grace period for taxes on the assessed value of the improvements. Discussion included there is a \$15,000 limit, the application/approval process, expansion of small business is included and boundaries of the district.

Members also discussed the Economic Revitalization Zones program. Discussion included there are three zones-the downtown district, the former Davidson/Textron site and the Sarah Greenfield Business Park, the state program offers \$850,000 a year, application process, the award is in the form of a tax credit and additional information is available on the town website.

C).Upcoming Ribbon Cuttings- Ms. Titus reported there are new businesses in town that may be interested in holding a ribbon cutting. She said she gave the paperwork to the owners of Studio 393, the new Pawn Shop and the new Antique Shop. Chairman Detwiler will check with the Selectmen's Secretary to see if the paperwork has been submitted, what dates to consider for the openings and if

Stan Freeda would be available to take photos of the occasion.

D). Update List of Farmington Businesses- Ms. Titus said the Selectmen's Secretary advised the list is up to date. Chairman Detwiler said she plans to use the list to note visitor attractions for use by the groups that promote local towns such as MMRA,MMRG etc.

Other Business:

A). Hay Day- Chairman Detwiler asked the committee if they would like to participate in this year's Hay Day celebration. Consensus was to reserve and pay for a booth space at the celebration. Members also discussed what types of displays, informational handouts or maps to include at the booth.

B). Strategic Plan- Ms. Roy-Palmer suggested the committee schedule a workshop to discuss developing a strategic plan. Chairman Detwiler said she will put the matter on the next agenda.

C). Newsletter- Chairman Detwiler said she plans to start sending out a monthly newsletter with items of interest to local business. Discussion included have the committee review the newsletter before it goes out, member review by e-mail or at monthly meetings, if the monthly e-mail blast will continue and use of the newsletter to recruit new committee members.

D). Former Member- Chairman Detwiler said Bill Tsiros did not renew his appointment to the committee and is no longer a member.

Adjournment:

Motion: (Laferte, second Titus) to adjourn the meeting passed unanimously at 6:40 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary