

Town of Farmington  
Economic Development Committee  
Tuesday, June 14, 2016

**Committee Members Present:**

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

**Committee Members Absent:**

Randy Orvis- excused

**Others Present:**

Richard Sivigney, III

**1). Call to Order:**

Chairman Detwiler called the meeting to order at 6 p.m. She then thanked the viewers for watching the meeting and asked anyone interested in becoming a member of the committee to contact the Municipal Office for more information.

**2). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**3). Public Comment:** None.

**4). Review of Minutes:**

April 12, 2016- Page 2, Old Business- paragraph A, second sentence- add "a" between "finding" and "website".

Page 3, New Business- paragraph A- put a period after "\$40 a year" and delete the last part of the second sentence. After "a year" add 2 new sentences as follows; "Ms. Roy-Palmer stated that Chairman Detwiler saved \$40 because if she had gone to the meeting and without joining it would have cost \$40 for the meeting and then another \$40 to join. Chairman Detwiler said she was unaware of the procedure involved and would give the bill to the Town Administrator in the morning". Paragraph B- change "79-3" in the sixth sentence to "79-e".

Page 4, Paragraph D- the end of sentence 2 should read "by the MMRA which promotes the local towns" instead of "by the groups that promote local towns such as MMRA, MMRG, etc." Other Business, Paragraph A- delete "Consensus was to reserve and pay for a booth space at the celebration" and add "The discussion was tabled until a future meeting".

**Motion:** (Laferte, second Aylard) that the revised minutes of April 12, 2016 be approved passed 4-1 (Titus opposed).

May 10, 2016-

**Motion:** (Titus, second Laferte) to accept the minutes as written passed 5-0.

**5). Old Business:**

A.) Moose Mountain Regional Alliance- Ms. Roy- Palmer reported the group is in the process of selecting a designer for their web site and compiling a list of assets for each community.

B.) TIF District- Mrs. Titus said the advisory committee is still being formed. She suggested that Mr. Laferte provide future reports about the district as he is also on the Planning Board who will probably

get any new information first.

Mr. Laferte said the Planning Board did not discuss the TIF District at their last meeting and agreed to report future discussions by that board to the EDC.

Ms. Aylard told the members she applied to become a member of the TIF Advisory Board as a person who does not live in the district.

C). *Bylaws Update* – Chairman Detwiler gave the members a copy of the current EDC By-laws to take home and review for any suggested changes. Discussion included previous suggested changes were related to attendance requirements, include that there should be a representative from the Board of Selectmen and the Planning Board in Article II, how to handle unexcused absences and a draft with proposed changes will need to go before the Selectmen for approval. Members will continue the discussion at the July meeting.

D). *Table at Hay Day*- Chairman Detwiler said due to the lack of volunteers the EDC may not be able to have a booth at Hay Day. Members discussed developing a flyer with information about the committee to be left on an un-manned table at the celebration.

E). *Newsletter*- Chairman Detwiler presented the June edition of the Farmington Economic Development Committee News and Information newsletter to the members for review. Members congratulated Chairman Detwiler on a job well done. Discussion included change “Commission” to “Committee” on the front and back page, where to leave copies of the newsletter, check with the Selectmen’s Secretary to see if the Business Directory on the town website is up to date and to drop off copies of the newsletter with each Business of the Month. Consensus of the committee was to feature Cameron’s Home and Garden Center in July and Barron Brothers Development in August.

**Motion:** (Titus, second Laferte) to approve the newsletter with the mentioned changes passed 4-0 (Ms. Roy-Palmer did not vote as she was out of the room with a phone call).

Members also reviewed the 79-e tax relief incentive/rehabilitation program postcard developed by the Planning Dept. that was sent to businesses in the downtown area.

F). *Grant Opportunities*- Ms. Detwiler advised members to check out links on the town website.

Mr. Sivigney entered the meeting at approx. 6:40 p.m. and Chairman Detwiler asked him if he had any comments he would like to make. He stated he came to speak about the Aroma Joe’s application before the Planning Board. Chairman Detwiler explained the Planning Board meeting is next Tuesday. Mrs. Titus invited him to become a member of the EDC. He thanked her for her kind invitation and left the room.

## **6). New Business:**

A). *Ribbon Cutting Notebook*- Chairman Detwiler told the committee she would like to compile a notebook of ribbon cutting events and asked the members to approve spending \$6.83 for a notebook and sheet protectors. Mrs. Titus suggested the committee approve spending up to \$15 to allow Ms. Detwiler to purchase the proper materials for the project.

**Motion:** (Aylard, second Titus) to approve spending up to \$15 to buy a notebook passed 5-0.

## **7). Any Other Business:**

A). *Decals*- Chairman Detwiler suggested obtaining cost estimates from local printers for decals for the local businesses similar to the ones provided by the former Farmington Downtown Committee. She proposed the decals include “Town of Farmington EDC Business Member”. Mrs. Titus suggested the

decals should be white so that they are noticeable and said she may have a lead on local printer. She will report back to the committee at a future meeting.

**B). Sale of Sarah Greenfield Business Park Lots-** Mrs. Titus reported that the Board of Selectmen didn't receive any response to the RFP for commercial real estate agents interested in conducting a market analysis of the lots. Discussion included contacting real estate agents personally, if an agent would give the town a free quote, whether to hire a commercial appraiser or seek a market analysis, putting up a for sale sign with contact information, previously a letter was sent to real estate agents to determine agent interest, sale of the lots would put tax revenue in the TIF District account, what is the procedure to sell the town properties and what to request/recommend to Selectmen. Mrs. Titus will request Selectmen talk to a real estate agent for a quote on the Sarah Greenfield properties.

**8). Strategy Session:**

Ms. Roy-Palmer said that member Randy Orvis had some good suggestions at the previous meeting and that it is critical to have him involved in the strategy session.

**Motion:** (Titus, second Aylard) to table the strategy session until the next meeting passed 5-0.

Additional discussion included requesting the Town Administrator be involved at EDC meetings, request that he attend the strategy session and setting the agenda for the meeting. Chairman Detwiler will speak to Mr. Capello and invite him to attend the session if he is available. The agenda for meeting will include Call to Order/Pledge of Allegiance, Public Comment, Review of Minutes, By-laws Update and the Strategy Session.

**9). Next Meeting:** Tuesday, July 12 at 6 p.m.

**10). Adjournment:**

**Motion:** (Laferte, second Titus) to adjourn the meeting passed 5-0 at 6:50 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary