Town of Farmington
Economic Development Committee Meeting
Tuesday, May 12, 2015

**Committee Members Present**:
Ann Titus, Chairman
Elaine Aylard
Resta Detwiler
Denise Roy-Palmer

**Committee Members Absent:**Bill TsirosJoan Funk, excusedCharlie King, Selectmen’s Rep., excusedJodi Connolly, excused

**1). Call to Order/Pledge of Allegiance:**Chairman Titus called the meeting to order at 6:05 p.m. All present stood for the Pledge of Allegiance.

**2). Review of Minutes:**
April 14, 2015-
**Motion:** (Aylard, second Detwiler) to approve the minutes as written passed 4-0.

**3). Moose Mountain Regional Alliance /Meeting Update:**Member Roy-Palmer reported that plans are moving ahead for the meeting scheduled for May 28, 2015 at Siobhan’s Table. Due to space considerations, spaces are limited to 20 participants. There will be a Power Point presentation and refreshments will be available. Discussion included putting the Power Point presentation on Community TV Channel 26 and inviting the absent EDC members and a representative from the Board of Selectmen and the Planning Board. Roy-Palmer said she would contact the Selectmen’s Secretary and ask her to e-mail the board chairs and ask them to send a representative to the meeting. She added that the Alliance is planning to hold their next meeting at the Farm Museum in Milton.

**4). ERZ Mapping and EDC Marketing:**Roy-Palmer said the subcommittee continues its work on providing maps and marketing information for businesses to be posted on the town website. There are currently two Economic Revitalization Zone maps posted there (the downtown core and the Sarah Greenfield Business Park) and a third one depicting the former Collins and Aikman site is underway. Frequently asked questions and an application for ERZ tax credits are also posted on the website. Members are compiling marketing folders to give to potential business owners which will include information on the recently approved TIF District. Roy-Palmer said the folders will be completed by June 9.

**5). Discussion on the TIF District- Update:**

The issue was tabled due to the absence of a Planning Board representative. Chairman Titus will contact the Planning Board Chairman Charles Doke for an update.

**6). Look at 2014 Goals/New Goals:***2014 Goals-
A). Sarah Greenfield Business Park Sign*- Chairman Titus reported the new sign has been installed at the entrance of the business park. She advised the last line of the new sign says “Economic Revitalization Project” but should say “Economic Revitalization Zone”. She said she understood that Alton Sign and Fleet Graphics had to find a new subcontractor to inscribe the wording on the sign but noted the correct information should have been relayed to the contractor. Chairman Titus said the mistake should be corrected at no cost to the town and asked the Recording Secretary to research the minutes of the previous meetings to find where the sign company was instructed to change “project” to “zone”. She requested those minutes be e-mailed to the members.  *B). TIF District*- Members noted the successful passage of the TIF District at the Annual Town Meeting. Work is underway to establish the district management and funding. *2015 Goals -*A).Include an EDC member on the TIF Committee.B). Attend a Planning Board meeting to discuss TIF District management plans with Consultant Jack Mettee.C). Finish the marketing folders.D). Fill vacancies on the committee. Chairman Titus determined there are two openings to be filled.E). Participate at Hay Day. Possibly conduct a Business Resources fair.F). Create a monthly EDC Update Newsletter containing tips and resources for business owners which would be e-mail blasted to town businesses. G). Thank you letter to former EDC Chairman Gail Young- Member Aylard offered to get a card and bring it to the next meeting for committee members to sign.

**7). Old Business: (Sign update, marketing folders, open positions):**The items listed were addressed earlier in the meeting.

 **8). New or Other Business:***A). Ribbon Cutting*-Chairman Titus reported there will be a ribbon cutting on May 21, 2015 at 3 p.m. for the new business called “Primitive I Live”. The business is located in the former “Country Daisy” florist shop located across from the Post Office. Members then discussed the benefits of promoting shopping locally and invited other businesses to consider hosting an EDC meeting at their business.*B).Community TV-* Members asked to update the pictures of the Sarah Greenfield Business Park sign that are shown on Community TV Channel 26.*C). Employment Security*- Chairman Titus reported receipt of a letter from Lindsay Richards of the NH Employment Security offering information about programs for business owners. Titus said she would contact Richards and request she attend a future EDC meeting to discuss those resources.

**9). May 28, 2015 6:00-7:30 p.m. at Siobhan’s Table, Charles Street.**

**10). Next Regular Meeting:**Tuesday, June 9, 2015 at 6:00 p.m. in the Selectmen’s Chambers, 356 Main Street.

**11). Adjournment:
Motion:** (Roy-Palmer, second Aylard) to adjourn the meeting passed 4-0 at 6:37 p.m.

Respectively submitted,
Kathleen Magoon
Recording Secretary