Town of Farmington
Economic Development Committee Meeting
Tuesday, September 8, 2015

**Committee Members Present:**
Ann Titus, Chairman
Resta Detwiler
Denise Roy-Palmer
Charlie King, Selectmen’s Rep.
Martin Laferte, Planning Board Rep.

**Committee Members Absent:**
Elaine Aylard, excused
Bill Tsiros, excused
Jodi Connolly

**1). Call to Order/Pledge of Allegiance:**Chairman Titus called the meeting to order at 6:10 p.m. All present stood for the Pledge of Allegiance.

**2). Public Comment/Bill Fortune:***A). Public Comment-* None.
*B). Bill Fortune-* Chairman Titus previously told the committee that she was contacted by Bill Fortune to discuss a potential start-up waste-to-energy business and invited him to speak at a future meeting. She reported that she has not yet received a response from Mr. Fortune.

**3).Review of Minutes:
Motion:** (King, second Laferte) to approve the minutes as written passed 5-0.

**4). Moose Mountain Regional Update:**Member Denise Roy-Palmer said the group’s next meeting has yet to be scheduled.

**5). Update on TIF District:**Member Martin Laferte said the next step is for Selectmen to appoint members to a TIF District Committee. Selectman Charlie King said the Board of Selectmen has not received a request to form the committee or received any names of people interested in becoming a member of the committee. Laferte suggested the committee should include representatives from the EDC and the Planning Board.

**6). Old Business:**
*A). Sign Update*- Chairman Titus reported that she talked to Town Administrator Arthur Capello about the contract with the sign company that produced the sign for the Sarah Greenfield Business Park. Capello said he plans to ask the company to correct the mistaken word on the sign for free but suggested the committee may have to look at contracting with another sign company to fix the sign. Chairman Titus added that the money to fix the sign would come from the Sarah Greenfield fund.
*B). Vacancies*- Chairman Titus told members that there are two open seats on the committee. She said the openings are advertised in the monthly e-mail blast to invite business owners to become members.
*C). Proposed By-Laws Change-* Chairman Titus said she and Denise Roy-Palmer met to discuss making changes to the by-laws. Discussion included the suggested wording changes to address member attendance, if the changes would apply to present members, excused absences and a new member folder. Consensus of the members was to revise the title of Section 3 in Article II from “Rights of Members” to “Rights and Responsibilities of Members” and add a sentence stating that members will commit to attending 80% of scheduled meetings as an attendance requirement. Changes to the by-laws must be approved and adopted by the Board of Selectmen. Titus said she will ask the Selectmen’s Secretary to prepare the change request for review by the board.

**7).New Business:***A). Aquifer Protection District*- Martin Laferte reported he attended the committee’s first meeting which consisted of a discussion of organizational and goal setting tasks. He said the town’s interim Planner Liz Durfee is also a member of the committee and she discussed applying for a grant to cover costs to publicize the need to extend the protection district and amend the related ordinances. He said the committee will meet once a month to prepare the proposal for Town Meeting in March. The next meeting is scheduled for Wednesday, September 9 he said.
*B). EDC E-Mail Blast*- Chairman Titus told the committee this month’s blast will include contact information for the Economic Revitalization Zones, employee job training funds from the NH Job Training Fund and becoming a member of the EDC.
*C).Discussions with Business Owners*- Chairman Titus said she has not received a response to her letter to Cumberland Farms corporate headquarters. She added that she has been attempting to recruit committee members from town business owners and some of the discussions have also included possible business expansions and attracting new business to town. Martin Laferte said the best way to do this is to “get the TIF District going”. Charlie King said Selectmen received quotes to manage the plan, but have not yet decided who will be awarded the bid. He added that if the board decides to award the bid to Strafford Regional Planning Commission, interim Planner Liz Durfee may be chosen to assist with managing the district plan.
*D). Public Safety Building*- Charlie King said that Selectmen have chosen the parcel adjacent to the Farmington Children’s Center on Route 153 as the site of the proposed new Public Safety Building. He said the initial design has been completed but the board asked the developer to increase parking and improve traffic flow around the building. Estimated cost for the project is $2.1 million. The proposal will be presented at Town Meeting with a fixed price and scope of the project, bonding costs and effect on the tax rate he said.

**8). Next Meeting:** October 13, 2015 at 6 p.m.

**9). Adjournment:
Motion:** (Laferte, second Detwiler) to adjourn the meeting passed 5-0 at 6:35 p.m.

Respectively submitted
Kathleen Magoon, Recording Secretary