

**TOWN OF FARMINGTON
JOINT MEETING
ECONOMIC DEVELOPMENT COMMITTEE &
DOWNTOWN AND BUSINESS COMMITTEE
Tuesday, January 8, 2013
356 Main Street, Farmington, NH**

Members Present: Gail Ellis, Ann Titus, Denise Roy-Palmer, Rodney Jablonski, Matt Scruton, Kathy King, Sharon McKenney (6:29pm) and Sheila Walter

Members Absent: Joan Funk

Selectmen's Representative: Jim Horgan

Town Staff Present: Town Administrator Keith Trefethen and Planning Director Kathy Menici

At 5:00pm Chairman Gail Ellis called the meeting to order.

1. Review of Minutes:

A. Ann Titus motioned to reconsider the minutes of 11-20-12, 2nd Gail Ellis. Motion carried with all in favor.

B. Ann Titus motioned to accept the minutes of 11-20-12 as amended, 2nd Denise Roy-Palmer. Motion carried with Jim Horgan, Joan Funk, Matt Scruton, Rodney Jablonski and Kathy King abstaining.

C. The October and December minutes will need to be approved at the next meeting along with the minutes from tonight.

2. Discussion of Vista Print/Marketing of Farmington:

Gail showed the folders and business cards purchased through Vista Print and the members agreed they looked very nice. It was discussed that the next step is to gather the information to put in the folders. Jim informed the Committee that the Conservation Commission and Planning Board both reviewed the list of town owned properties and made their recommendations to the Selectmen on which ones should be marketed for sale. Keith asked if the EDC is interested in looking at the list of properties and the response was yes, so Keith will get that information to the Committee.

3. Economic Revitalization Zone Applications:

Keith informed the Committee that the applications have been completed and forwarded. Denise explained it usually only takes a few weeks to be approved. Kathy Menici explained that applications were put in for the Sarah Greenfield Business Park lots, the 28 acre lot adjacent lot to the Business Park and the Downtown area. Denise stated that if and when the applications are approved then the information regarding the ERZ incentives needs to be included in the new marketing folders and on the EDC website.

4. New Business:

A. Gail asked how the committee would like to move forward on marketing the lots within the Sarah Greenfield Business Park. Kathy M. stated she feels the town and EDC needs to market the town as a whole and not just a few individual lots. Several towns like Rochester, Dover and Portsmouth have formed a type of marketing alliance and it would be nice if Farmington could be part of that. Denise will contact the EDC contact in Rochester to see what the cost is to participate.

Kathy M. noted she would be willing to help put together the materials for the marketing folder. She also has examples of what other towns are using for their marketing materials and will pass them on to the committee for review. Denise suggested everyone look at the Town of Bow, NH EDC website because it is a great example.

B. Kathy K. noted that Rite Aid Corporation was looking to expand and questioned if the 28 acre lot adjacent to the Sarah Greenfield Business Park on Rte. 11 would be available. Kathy M. said yes it is available and will make contact with their representatives.

5. Old Business:

A. **Hay Day** – Gail will schedule Rick Conway to attend the next meeting.

B. **Adopt-A-Spot** – Jim informed the EDC that the DPW oversees the program but he will bring the list to the next meeting.

C. **Business Expo** – Gail asked if the EDC would like to hold another Expo and the consensus was yes though the marketing efforts need to be increased. This will be further discussed at the next meeting.

D. Jim stated that Dr. Ellis a chiropractor is looking to rent a two room space for a trial run of a chiropractor office in Farmington. Jim thought maybe the town could rent some space to him in the upstairs of the Municipal Building. The EDC was in agreement that it

would be a good idea and Jim will approach the Selectmen and town administrator to see if something can be worked out. Ann also suggested the upstairs of the Old Courthouse. **E.** Denise asked if the EDC emails are being directed to a town staff person yet and Jim replied he is unsure but he will check.

F. Denise provided information on upcoming classes/workshops that WEDCO is sponsoring. Denise will forward electronic copies of the flyers to Megan so that she can forward it to the Farmington Business List participants.

G. Gail noted that she needs to resign from being Chair because she is too busy right now. Ann will help more as a co-chair.

At 6:34pm, Ann Titus motioned to adjourn, 2nd Rodney Jablonski. Motion carried with all in favor.

Respectfully Submitted,

Brandy Sanger
Recording Secretary