

MINUTES
HOOKSETT ECONOMIC DEVELOPMENT COMMITTEE
HOOKSETT TOWN HALL CHAMBERS (Room 105)
35 Main Street, Hooksett, NH
Tuesday, June 25, 2013

Meeting called to order at 4:30 pm.

Present: Craig Ahlquist, David Scarpetti, Matt Mercier (Chair), Leslie Boswak (Town Council Representative), William Gillett, Mark Sanborn, Dean Shankle (Town Administrator), Jo Ann Duffy (Town Planner)

Pledge of Allegiance

Approval of Minutes

May 28, 2013 - *C. Ahlquist moved to approve the minutes. Seconded by Mark Sanborn.*

Motion carried unanimously.

Move the Information Gathering Process Forward

- Date and Time of Next Event – sometime in August
- How Many Events – to be determined depending on the number of participants.
- Progress on Invitations – Will be sent through postcards/e-mail.
- Commercial Brokers List - SNHPC provided a list 4-5 years ago and distributed to various organization. Possibility of getting a list of tax payers from the State. Using a master list to be updated by staff, business, etc
- Survey Monkey – Basic free service was 10 questions or less. The Town survey has a total of 16 questions. The Town Planner upgraded the level for a year and paid the fee. C. Ahlquist will send a trial survey to board members. Should be available to the public in 2 weeks.

SNHPC and CRDC Contracts

J. Duffy will verify if the contracts are still in effect and will advise the board. If funds need to be encumbered, it will have to be approved by the Council at their meeting on June 26th.

Town Planner Update

- VHB Engineering of Bedford has been hired to work on the I-93 Rest Area Project. They will make a presentation to the Council at their meeting on June 26th. The Common Man Restaurant will be added to the rest area.
- Ritchie Bros Auctioneer construction is on-going. They are anticipating holding the first auction sometime in September.
- Bass Pro Shops is going before the ZBA on July 9th for a variance for the signage. They have an anticipated opening of November 1st.

Town Administrator Update

A new Code Enforcement Officer (Lynn Perkins) and Assistant Planner were hired.

Committee Personnel Changes

- Craig Ahlquist will be leaving the board after 6 years of service. The board thanked Mr. Ahlquist for his service to the community.
- Bill King will be taking over as Chair of the board.
- Matt Mercier will be staying on for another year.

Discussion about the terms and number of board members. Number of members and terms were not set by the Council when the board was originally created.

Adjournment

The meeting adjourned at 5:30 pm.

Respectfully submitted by,

Evelyn F. Horn
Administrative Assistant