

**TOWN OF HOOKSETT
ECONOMIC DEVELOPMENT COMMITTEE
Meeting Minutes
Tuesday, August 27, 2013**

Meeting called to order at 4:30 pm.

Present: David Scarpetti, William Gillett, Matt Mercier, William King (Chair), Carolyn Cronin (Assistant Town Planner), Jo Ann Duffy (Town Planner), Leslie Boswak (Town Council Representative) and Dean Shankle (Town Administrator)

Pledge of Allegiance

Approval of Minutes

June 25, 2013 – L. Boswak moved to approve the minutes. Seconded by M. Mercier. Motion carried unanimously.

Discussion

Chair W. King suggested having a discussion with regards to the committee's objectives for the year. Determine two or three things the committee should focus on. Need to obtain mandate from the Council. He suggested spending the next meeting discussing these items. He also suggested trying to focus on the biggest businesses/employers and economic engines in Town, i.e., GE, Manchester Sand & Gravel, SNHU, Bass Pro Shops, Ritchie Bros. Auctioneers, etc. Focus on their needs for the next few years.

D. Scarpetti commented the board should also try working on attracting new businesses including small businesses to move in Town. Try promoting the Town through Real Estate agencies. Educate the community about what the Town can offer.

J. Duffy stated Merchants Motors has sponsored focus group meetings with business owners in the past. Staff members attended these meetings. There was a set agenda but it was an open discussion and it went really well.

D. Shankle stated one of the biggest complaints from business owners has to do with signage. The Town has very strict signage regulations. He suggested for the board to work with the sign committee on revising the sign ordinance.

Note: The Sign Committee will meet on Thursday, August 28th at 10 am. J. Duffy invited the board members to attend.

L. Boswak suggested educating businesses about available resources which would help grow their businesses.

D. Shankle stated the board should also get informed with what the staff is doing. They need to sell the Town Staff to the community. Educate the community about changes and accomplishments that have been made.

Business Survey

J. Duffy presented the survey questionnaire (see file).

Discussion as to what the header should say. L. Boswak suggested saying something positive, “Thank you for doing business in Hooksett. We value your business, etc.”

Future Meetings

The committee only meets once a month. There was a discussion on trying to get things accomplished between meetings.

L. Boswak suggested posting a default agenda to start at 4:30 pm. Next meeting to be scheduled for September 9th or 10th. Chair W. King will be attending the September 11th Town Council meeting.

Adjournment

The meeting adjourned at 6 pm.

Respectfully submitted by:

Evelyn F. Horn
Administrative Assistant