

Town of Hooksett
Economic Development Committee
Business Retention and Expansion Program

Meeting in Town Council Room 105, 5-10-16 at 5:00pm

Present: David Scarpetti (EDC Vice Chair), Matt Barrett (EDC), Stacey Breton (BRE), Andre Garron (UNH Cooperative Extension), Paul Scarpetti (Planning Board Rep), Jocelyn Scarpetti (BRE), Jo Ann Duffy (Town Planner), Marc Miville (Council Rep) and Jim Donison (Minute Taker – Assistant DPW&Town Engineer)

Excused EDC Members: Matt Mercier (BRE), Denise Petrin (BRE), Muamer Durakovic (EDC Chair), Ivan Gult (Member).

Meeting Minutes

- 1- Meeting called to order at 5:09 pm
- 2- Joann Duffy stated that 31 surveys have been received to date, one survey interview is scheduled this week and one final one is schedule for next week. This will bring the total no of surveys to 33. The goal was 50 surveys
- 3- Andre indicated that although the number received is not statistically valid, the information will be valuable is developing a report.
- 4- Discussion on survey results: The survey portion of the study will be wrapped up once the surveys are completed next week, at which time Joann will send all surveys to Andre
- 5- Discussion on next step: Andre to summary survey results in a draft report which is expected by the end of June 2016. This will include results with “notes in the margins” as received in the surveys.
- 6- Discussion on next step: hold a “Campus Review” with cooperative extension staff at UNH to include: reps from Paul School of Economics, Casey School of Economics, Town leadership task force and economic committee members and members from DRED and SNHPC. It is expected that this meeting will be held at UNH in August 2016. The purpose of “campus review” meeting is to review surveys and evaluate what strategies and projects they see as a result, and prepare draft recommendations.
- 7- Discussion on next step: meet at a “Commencement” (Retreat) at a town facility in September 2016, with leadership and EDC task force to discuss survey results, recommended strategies and projects. The goal of this meeting to develop a list of projects and a priority ranking of projects with a short list of 3-5 high priority projects to move forward with. This does not necessarily mean that lesser priority projects will not be moved forward. Results will be prepared in a final report.
- 8- Discussion on next step: In October make a presentation of the final report to Town Council.
- 9- Discussion on what the EDC can do as it moves forward with advising Town Council with recommendation by committee members.
- 10- Next meeting of the EDC will be held in June, 3rd Wednesday with time to be determined. JoAnn will send out emails to find out who is still interested in attending and what times are best to meet.
- 11- Meeting adjourned at 6:12 pm.

END