

Economic Development Citizens Advisory Committee (EDCAC)

Minutes for July 8, 2015

Held in Merrimack Memorial Room

Merrimack, NH

Present: Susan B. Lee, David Shaw, Douglas C. Dowell

Town Council Representative: William Boyd III

Absent: N/A

Excused: N/A

Public/Guests: Ken Asai

Call to Order: 7:08 pm, by Susan B. Lee, chairperson.

Announcements:

- This year's Merrimack annual Fall Festival and Business Expo will be held on September 19, 2015, from 10:00 a.m. to 3:00 p.m., at Merrimack High School
- Bill Boyd informed the committee that the old Merrimack Hotel has been sold. No further information is available at this time

New Business:

- **Election of officers:** Susan conducted the annual election of EDCAC officers for the following year. Results of the election follow:
 - **Chairperson: Susan B. Lee.** Doug nominated, David seconded the nomination
 - **Vice-chairperson: David Shaw.** Susan nominated, Doug seconded the nomination
 - **Secretary: Douglas C. Dowell.** David nominated, Susan seconded the nomination

Each nomination passed with a vote of 3-0-0.

Old Business:

- **Evaluate Template Development Guide for Community Development:** Subsequent to the Committee's last meeting, Susan emailed members samples of development guides produced by other municipalities. Members viewed these samples and came prepared to discuss them at the meeting. Susan prepared detailed written notes comparing samples from Burlington, Vermont, and the New Hampshire municipalities of Nashua, Rochester, and Dover

The committee, with the welcome participation of our guest, Ken Asai, and Bill Boyd, viewed these templates and discussed their various characteristics, with the objective of making a recommendation to Tim Thompson for a template for Merrimack. It was generally agreed that a simple format such as that of Burlington's would be best, including in the document references to more detailed content which would be available on the Town's website.

Susan will attempt to meet with Tim to discuss our findings and will invite Tim to attend the October 2015 meeting to move this project forward as Tim may direct.

Approval of Minutes:

- Susan moved to approve the June 10, 2015, minutes as amended. David seconded the motion. The motion was passed 3-0-0.

Public Comment:

- Ken Asai, a long-time resident of Merrimack, attended our meeting. At the invitation of Susan, David, and Doug, Ken actively participated in the review and discussion of the community development templates.

The committee members invited Ken to join our committee and Ken indicated that he would like to do so.

Adjournment / Closing Comments:

- The next meeting will be held on October 14, 2015.
- Doug made a motion to adjourn the meeting, which was seconded by David. The motion passed 3-0-0. Susan then closed the meeting at 8:41 p.m.

These minutes are respectfully submitted to the Committee by Douglas Dowell – Secretary.

These minutes were approved on 10/14/2015 by a vote of 3-0-0, on a motion made by Dave and seconded by Susan.