

## **Economic Development Citizens Advisory Committee (EDCAC)**

Minutes for the January 13, 2016, Committee meeting

Held in the Merrimack Memorial Room

Merrimack, NH

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

**Absent:** Ken Asai and Joshua Schiavone

**Excused:** None

**Town Council Representative:** Bill Boyd

**Guest:** Tim Thompson, AICP, Merrimack Community Development Director

**Public/Guests:** None

### **1. CALL TO ORDER**

The meeting was called to order by Susan Lee at 7:09 p.m.

### **2. ANNOUNCEMENTS**

No announcements were made.

### **3. BUSINESS**

#### **a. Report on Town Council discussion concerning EDCAC at Nov 5, 2015 meeting. (Led by Councilor Bill Boyd)**

Tim Thompson provided the Committee with a handout titled *Selected Merrimack Business Profiles*, which was prepared by his summer intern, Emily Edwards. Information contained in this printout appears on the Economic Development section of the Town's website, under Business Profiles. It was noted that this document substantially satisfies a task suggested for EDCAC by Councilor Dan Dwyer at the November 5, 2015, Town Council meeting.

It was discussed that it is desirable to expand this document to include any firms located in Merrimack which wish to be so included. Those wishing inclusion may contact Tim to do so. In particular, it would be desirable to include those firms with a large number of employees and/or which have a unique character distinctive to Merrimack. Two firms, Nanocomp Technologies and Able Ebenezer Brewing Company, will be contacted by David and Susan respectively, to query whether they would be interested in having profiles included in the printout and website.

Related to the future of EDCAC, which the Town Council discussed in its November 5, 2015, meeting, Tim suggested that perhaps the Committee could act on an as-needed basis, e.g., as a task force, for specific projects and tasks requested by the Town Council. Bill indicated his support for this concept.

#### **b. Discuss Draft Community Development Guide and FAQs and provide feedback.**

The Committee, with Bill Boyd and Tim Thompson participating, reviewed a draft of a Merrimack Development Guide and accompanying FAQs prepared by Jillian Harris, AICP, Merrimack Planning and Zoning Administrator. Bill Boyd recommended several text-edits and suggested including photos and other graphics and testimonials to enhance readability.

Doug moved that the Committee commend Jillian for doing a fine job in preparing the Guide and FAQs. Susan seconded the motion and the motion passed 3-0-0.

**c. Revisit meeting schedule**

The next meeting is scheduled for April 13, 2016.

**d. Other topics that may be raised during meeting**

Bill Boyd stated that the Town Council is heavily involved at present with budgeting. Bill note that, among other things, some consideration is being given to the construction of a boat ramp on the Merrimack River, off of Greeley Street.

**4. APPROVAL OF MINUTES – 10/14/2015**

Minutes from the October 14, 2015, committee meeting were approved as amended.

**5. PUBLIC COMMENT**

No members of the public attended the meeting.

**6. ADJOURNMENT**

Motion to adjourn the meeting was made by David and seconded by Doug. The motion passed by 3-0-0 and the meeting was adjourned at 8:15 p.m.

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

These minutes as amended were approved on 04/13/2016, by a vote of 3-0-2 on a motion made by David and seconded by Susan.