

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

Minutes for the October 12, 2016, Committee Meeting

Held in the Merrimack Memorial Room

Merrimack, New Hampshire

## **Committee Members**

Present: Susan B. Lee, Dawn Shepherd, Ken Asai, Joshua Schiavone, Douglas C. Dowell

Absent: None

Excused: David Shaw

Town Council Representative: Bill Boyd

Guest(s): None

Public attendee(s): None

## **1. Call to Order**

The meeting was called to order at 7:22 p.m., by Susan B. Lee, Chairman.

## **2. Announcements**

David Preece from the Southern NH Planning Commission will be presenting to EDCAC on age friendly livable communities at the November 9<sup>th</sup> meeting. The Planning Board will hear a presentation on Complete Streets, a related topic, on November 15<sup>th</sup>.

## **3. Business**

### **a. EDCAC business survey**

- a. The survey will be distributed through the Fall Festival business list. Dawn will look into getting survey information on the Patch and in the Merrimack Journal, and will share the survey with Chamber members. Susan will look into getting a link added to the town website. Bill recommended asking Eileen Cabanel to reach out to the business community to promote the survey, and include it in the town council meeting. We also discussed asking Diane Trippett to include the survey with commercial tax bills. Bill also suggested sharing the survey through town department social media and Nixle accounts. "We'd love to stay in touch with you. Please provide your email address." will be added to the end of the survey.

### **b. Other topics that may be raised during meeting**

- a. Susan spoke with Nelson Disco from the Town Center Committee regarding age friendly livable communities and HEAL/Complete Streets, and how the two committees overlap and can work together. EDCAC would focus on the business side. Doug recommended the town apply to Plan NH. Susan asked Bill if permission was needed from the town in order to apply. Bill does not think town council approval is needed until a grant is given. The resulting survey takes two days, and town information is needed. Bill will ask Eileen Cabanel and Nancy Harrington, as it will take town resources.
- b. Susan delivered the EDCAC annual review to the town council. Dan Dwyer extended a thank you to the committee for volunteering at the Business Expo.

**4. Approval of Minutes – 10.12.2016**

Correct to Plan NH in 3b; correct to New Markets in 3b. Doug moved that the minutes should be approved with corrections and Ken seconded the motion. The motion passed 5-0-0.

**5. PUBLIC COMMENT**

No members of the public attended the meeting.

**6. EDCAC MEETING SCHEDULE**

The next meeting of EDCAC is scheduled for November 9, 2016, at 7:00 p.m., in the Merrimack Memorial Room.

**7. ADJOURNMENT**

Motion to adjourn the meeting was made by Doug and seconded by Josh. The motion passed 5-0-0 and the meeting was adjourned at 8:29 p.m.

These minutes are respectfully submitted to the Committee by Dawn Shepherd, Secretary.

These minutes were approved on 11/09/2016, by a vote of 4-0-1 on a motion made by Ken Asai and seconded by Doug Dowell.