

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

Minutes for the June 14<sup>th</sup>, 2017, Committee Meeting

Held in the Merrimack Memorial Room

Merrimack, New Hampshire

### **Committee Members**

Present: Susan B. Lee, David Shaw, Ken Asai, Douglas C. Dowell, Joshua Schiavone

Absent:

Excused:

Town Council Representative: N/A

Guest(s): Melissa Ballard Sullivan

Public attendee(s): None

### **1. Call to Order**

Susan B. Lee, Chairman, called the meeting to order at 7:10 p.m.

### **2. Announcements**

Melissa Ballard Sullivan was introduced to the EDCAC. Melissa has recently taken over as the Executive Director of the Merrimack Chamber of Commerce.

Douglas Dowell has announced that after spending nine years on the EDCAC he will be stepping down and pursuing other interests. This was his last meeting. The EDCAC wishes Douglas the best and thanked him for his years of service on the committee.

Susan shared that on June 21<sup>st</sup> at 1:30pm at the Regional Economic Development Center (REDC) training center in Raymond, NH there will be a discussion on “Solar financing for municipalities”

### **3. Business**

#### **a. Project tracking program – Ken Asai**

Ken has been having some difficulty finding user friendly software.

#### **b. Mock changes to economic development portion of Town website**

Ken will continue editing per the groups suggestions and Susan will verify active links.

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

There was some discussion about the Town of Merrimack video that is available to view on the Town’s website. The video was last put together by the Merrimack Chamber of Commerce and may be updated in the future as other projects ramp down and resources become available.

#### **d. Fall Festival – plans will be presented to the Town Council for approval to proceed with the 11<sup>th</sup> annual event**

**4. Approval of Minutes – April 12<sup>th</sup>, 2017**

Motion to accept the minutes was made by Doug Dowell and seconded by Ken Asai. 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 will be held in the Merrimack Memorial Room on July 12<sup>th</sup>, 2017.

**7. ADJOURNMENT**

Motion to adjourn the meeting was made by Ken Asai and seconded by Doug Dowell. The motion passed 5-0-0 and the meeting was adjourned at 8:25 p.m.

These minutes are respectfully submitted to the Committee by David Shaw, Vice-Chair/Acting Secretary.

These minutes were approved on 09/13/2017, by a vote of 3-0-0 on a motion made by David Shaw and seconded by Ken Asai.