

## **Economic Development Minutes**

**October 27, 2016**

**Draft**

**In attendance:** Jane Williams, Chairperson, Laura Buono, Town Administrator Robyn Payson, Planning Director, Jack Wells, Laurel Boivin, Suzanne White

Meeting called to order at 9:00am

**Minutes-9/22/2016** Laura Buono made a motion to approve the minutes. Laurel Boivin seconded the motion. The motion carried unanimously.

### **Economic Development Chapter-Master Plan**

Guest-Mike Tardiff

Mike Tardiff distributed copies of the Economic Base chapter of the Master Plan. The Commission was asked to review the chapter and provide edits before the next meeting.

### **Parking**

Laura reported that the development of the Memorandum of Understanding to be proposed to Valley Bible Chapel to allow parking in the "Page" lot during the week are moving forward.

### **Signs**

Mike Tardiff reported that he was in the process of getting pricing from the NH Department of Corrections.

### **EDC Website**

Robyn reported that the website Discoverhillsboronh.com, .net, .org and .info will be going live within a few weeks. She will send out the link to the site as soon as it goes live. The Mobile App that will accompany the website is in development and will go live before the end of November.

### **EDC Minutes**

Currently the approved minutes for 2016 are not on the Town Website. Robyn said she would ask Iris to upload the current minutes. It was also suggested that a link to the EDC Minutes be added to the EDC website.

### **Business and Retention and Expansion Program**

The Business Retention and Expansion program is in need of volunteer to visit local businesses and administer the survey that was being developed. The time commitment for training and visiting is approximately six hours. The next Meeting of the BRE is scheduled for November 3<sup>rd</sup> from 6:00pm-8:00pm.

### **Membership**

The resignation of Steve Venezia has created a vacancy on the Commission. Laura recommended Dana Brien (current Welfare Director) as member of the EDC. Dana brings her knowledge as a long time resident of Hillsborough. Laura said that she has been diversifying Dana's responsibilities and that she would be an asset to the Commission.

### **Bylaws**

Jane suggested the Bylaws be revisited to address attendance issues. Robyn will send a copy of the current Bylaws to the members of the Commission to be reviewed at the next Meeting.

## **Planning Director's Update**

### **Woods Woolen Mill**

Developing a path forward on the Brownfields cleanup of the Woods Woolen Mill is moving forward. It is necessary to receive permission from the Department of Resources and Economic Development to cross and assess the former railroad bed for assessment and to install fencing and secure the site.

### **Weatherstone Crossing**

The project is moving forward. Architectural Review hearing is scheduled for November 17<sup>th</sup>.

### **Zoning Changes**

The changes to the Sign Ordinance have been sent to town counsel for review. The other warrant articles are in the process of being written. Robyn said she would like to meet with the Chamber of Commerce to review the changes once they have all been reviewed. The changes are quite extensive and she wants to make sure all of their questions are answered.

### **Next Meeting**

The next meeting has been scheduled for November 17<sup>th</sup>.

**Respectfully Submitted,  
Robyn Payson**