

Milton Economic Development Committee

Meeting Minutes

October 3, 2017

Opening

The regular meeting of the Milton Economic Development Committee was called to order at 5:30 pm on October 3, 2017 in the Milton Town Hall by Justin Avery.

Committee Members Present

Justin Avery, Bob Bourdeau, Mike Beaulieu, Nick Marique and Cubbi Lirette

Others Present

Bruce Woodruff- Milton Town Planner

Open Items

Approval of Minutes from September 12, 2017 Meeting:

The minutes from the September 2017 meeting were presented for approval. Ms. Lirette made a motion to approve the minutes as presented, Mr. Marique seconded the motion. All in favor. Motion passed.

New Business

Northgate Holdings LLC September 21, 2017 Special Meeting:

The committee members who attended the special meeting on September 21 with Zachary Bossenbroek of Northgate Holdings LLC provided a brief summary of the discussion. Mr. Marique presented the minutes from the special meeting for approval. Mr. Bourdeau made a motion to approve the minutes as presented, Ms. Lirette seconded the motion, and Mr. Avery abstained, 4 in favor, 1 abstention. Motion passed.

Mr. Woodruff updated the committee on his recent meeting with Mr. Bossenbroek. Mr. Woodruff explained that he had reviewed the questions asked of Mr. Bossenbroek's company by the Zoning Board of Adjustment and reviewed with Mr. Bossenbroek what his options were as possible next steps. Mr. Woodruff explained those possible next steps to the committee. Mr. Woodruff said he had not heard from Mr. Bossenbroek since that meeting.

2018 Budget Review with Town Administrator

Mr. Avery asked the committee members if there were any particular items he needed to be aware of before he submitted the committee's budget request for 2018. Mr. Marique just wanted to make sure that Mr. Avery made note in the budget request to encumber the 2017 funds as a separate line item that is to be used in 2018. The reason being that the plan to work with UNH Cooperative Extension in 2017 was on hold due to their staffing shortage and the funds were not able to be expensed. Mr. Avery stated that he would be sure to keep the 2017 funds as a separate line item from the committee's 2018 request. A general discussion ensued and it was determined that \$2500 would be appropriate for 2018 as the committee looks to add an economic

development section to the Town's master plan and engage additional resources to improve the economic vitality of Milton.

Old Business

Business Visitation Program/UNH Cooperative Extension:

Mr. Avery updated the group that he had emailed Charlie French of UNH Cooperative Extension to touch base about the committee's plan for a business visitation program and that Mr. French had put him in contact with Molly Donovan. Mr. Avery will work with Ms. Donovan to get her in to meet with the committee and discuss the business visitation program the committee hopes to employ in 2018.

MEDC Membership:

Mr. Marique informed the committee that he had discussed the membership question with Ms. Smith and that she would post an open committee position on the Town's website for the MEDC. Mr. Marique asked Mr. Beaulieu to clarify if he was the Selectmen's representative for the committee or if he was a sworn in member. A general discussion ensued regarding this question and the recent reorganization of the Board of Selectmen. Mr. Woodruff suggested reviewing the committee's charge to address staffing concerns and if the committee did not currently have a charge, to develop one and present it to the Board of Selectmen. Mr. Woodruff agreed to provide an example to Mr. Avery so that he could use it as a guideline in developing one for the committee.

New ER Zone Designations:

Mr. Marique stated he had reviewed the minutes of all of the Board of Selectmen in 2017 and could not find a reference to approving the MEDC moving forward with ER Zone applications for two new zones within Milton. Mr. Avery stated that he still had the letter that was presented to the Board of Selectmen originally. Mr. Beaulieu suggested resubmitting the same letter to the Board of Selectmen for their review at the October 16th meeting.

A general discussion ensued regarding the status of various other projects around town.

Adjournment

Mr. Bourdeau made a motion to adjourn the meeting, Ms. Lirette seconded the motion. The meeting adjourned at 6:30 pm. The next general meeting will be at 5:30 pm on November 7, 2017, in the Milton Town Hall.

Minutes submitted by: Justin Avery