

Meeting Minutes  
Economic Development Task Force  
November 18, 2014

Members present: Paul Fraser, Chair, Rick Alpers, Chair, Bristol Select Board, Janet Cote, Bristol Select Board, Woody Miller, Greg Wagner, Robin Ingalls-Fitzgerald, Garlyn Manganiello, Amy Lyn Kench, Scott Stephens, Executive Director, Plymouth Regional Chamber of Commerce and Michael Capone, Town Administrator.

The meeting was called to order at 4:04 by the Task Force Chair, Mr. Fraser.

The Chair asked for a motion to approve the minutes of the October 28, 2014 Meeting. Ms. Cote made a motion seconded by Ms. Ingalls-Fitzgerald. All members voted in favor of the motion.

The Task Force heard a report from Ms. Cote with regard to the activity of the property inventory sub-committee and reviewed a sample listing with a proposed format for presenting the information.

The Task Force heard a report from Ms. Manganiello with regard to the activity of the community events sub-committee. They reviewed a draft listing of community events by month. There was discussion with regard to how businesses could become involved in different events and the creation of a possible list of options for them to consider. There was also discussion of how to expand the list and where to post events.

Ms. Ingalls-Fitzgerald mentioned that she and Ms. Kench had prepared an initial listing and were looking for input from members to expand the list.

Ms. Ingalls-Fitzgerald also distributed an article from US News and World Report containing information with regard to the Newfound Regional School District and its ranking among other districts.

Mr. Fraser distributed a rough draft of a business welcome package. The Task Force reviewed the draft and discussed the existing content as well as other items that might be considered for inclusion.

Mr. Alpers commented that he wanted to begin a review of existing local planning, zoning and land use regulations to see if they currently best serve the needs of the community with respect to business development.

Mr. Fraser provided some information to the members with regard to a conversation he had with a property developer and some ideas for additional parking in and around Central Square.

There was discussion of the business visitation program and what questions might be asked of businesses during the visit. It was decided that Task Force members should consider what those questions might be and bring them for discussion at the next meeting.

The next meeting is scheduled for December 16<sup>th</sup> at 4PM in the Bristol Town Office Meeting Room.

The meeting was adjourned at 5:37PM

Respectfully submitted

Michael R. Capone  
Bristol Town Administrator

Paul Fraser, Chair

Janet Cote

Robin Ingalls-Fitzgerald

Amy Lyn Kench

Garlyn Manganiello

Woody Miller

Greg Wagner