



**Windham Economic Development Committee (WEDC) Minutes
Friday 12th January 2024
Community Development Department**

Call to order 7:35 am

Present: Dale Valvo (Chair), Gary Garfield, Matthew Swoboda, Theo Moser (Alternate Member), Clare Macoul, Mark Samsel (BOS), Mitch Jacoby, Kristi St Laurent, Jeff Murphy (SNHCoC)

Excused: Paul Brozo

Absent: Jake Cross (Planning Board)

Also present: Alex Mello, Community Development Director

Appointment of alternates: Theo Moser filling in for open Full-Time position

Review of minutes from December 8th, 2023:

Motion to approve as presented proposed by Gary Garfield, seconded by Clare Macoul, carried 7-0-1.

Potential to take on “Promote Windham” project

Clare Macoul reported we can get a NH Secretary of State business registration report pulled by zip, cost \$350. Windham businesses with a principal office outside 03087 will be missed, and self-owned businesses do not have to register. An additional complication is that corporate entities might be different from trade names. Gary Garfield noted Windham Neighborly Connection Facebook Group has an informal list of businesses that might be an additional source.

Clare Macoul asked whether the Town has any plan for a business permit/license, that would over time provide information on all businesses. Per Alex Mello this would need to start with an Ordinance eg.

Several members noted that intended purpose of such a list needs to be clear. Jeff Murphy noted it can be useful for emergency services. Dale Valvo said

it could enable WEDC to promote businesses and be a good way for people to see who is available in town. Mark Samsel also noted that data that can provide a view of Windham's makeup and assets would be useful for the Town website.

Dale Valvo proposed to return to the subject at next WEDC meeting. It could be a lot of work to generate and maintain a business list, and we need to be clear on scope and usage.

Economic Development Update – Alex Mello

Middlesex Glass has just filed their final site plan application, and still needs to go through various reviews and committees. They are moving as fast as they can. Planning Board Public hearings could start in 2 months.

Nouria gas station ground preparation work has started (SW corner of Rt 111 and Rt 28 intersection).

Permitting Software implementation is progressing with vendor.

Liaison Reports

Board of Selectmen – Mark Samsel reported that most work has been on Budget, plus Warrant Article approval, all of which are recommended to move to the Town Deliberative Meeting on Saturday February 3rd. Budget is ~85% non-discretionary. There are no Citizen Petitions so far. Is the WEDC considering any goals for the year, which could include a dashboard of businesses (see above), and a database of development projects in work (which is a subject the BOS get a lot of questions about).

Southern New Hampshire Chamber of Commerce – Jeff Murphy noted there will be a January 26th update in Concord update with State Reps. The Yeti promotion is ongoing to encourage consumers into local businesses. The Spring Economic Development Breakfast is planned for March.

Subcommittee Reports

Infrastructure – Gary Garfield reported that the committee met Wednesday January 10th and reported on planning discussions with SNHPC and Carol Morris for a Rt 111 Corridor Study presence at WHS on Primary Day. The survey will be available along with other information. Volunteers are needed from PAC and others if interested, and will be given clear briefing on

messaging: gathering information on community concerns not discussing design. The next PAC meeting currently planned for March, along with other public outreach meetings too.

Mark Samsel asked if there will be outreach to businesses. Kristi St Laurent and Clare Macoul also strongly supported that. An option to note on the survey as to whether the respondent is a business owner could also be added later after initial usage and feedback.

8:20 am Motion to adjourn proposed by Mark Samsel, seconded by Gary Garfield, carried unanimously.