

DEVELOPMENT COMMITTEE
Regular Meeting
Town Hall
16 School Street
Allenstown, New Hampshire 03275
September 26, 2018

The September 26, 2018 meeting of the Economic Development Committee was called to order by Chairman Mike Frascinella at 6:43 p.m. He called for the Pledge of Allegiance.

Roll Call

Mike Frascinella, Thomas Kaempfer, Chad Pelissier, Jeffrey Venegas

Allenstown staff: Derik Goodine, Town Administrator

Old Business

- **Skating Rink:** Jeff is to report on a meeting with the School Board to look over the ARD field, which is the Committee's primary site. Review the latest version of the skating rink proposal.
- **Skateboard Park:** With skateboard parks estimated at \$45/square foot, a report needs to be issued to the School Board for their evaluation.

Mr. Venegas stated that he did not see School Board Chair Kris Raymond and is now waiting for a return email from her. In his email, he suggested that they communicate via telephone. Mr. Venegas then said that the paved area under consideration for the skateboard park is definitely part of the church and has nothing to do with the school. He said that the area is empty and is an ideal spot. He checked the skateboard equipment stored at the Highway Department and says it is in okay condition. It will just need sanding and painting. He agreed to contact the appropriate person at the church regarding the use of the parking lot.

Mr. Kaempfer said that Pembroke Academy students are required to do community service, so perhaps they could help with the skateboarding equipment.

Chair Frascinella shared a brochure given to him by Mr. Goodine from a company called NiceRink, which offers a 52 X 104-foot, free-standing skating rink for \$5,200. It is made with pre-fab boards.

Mr. Venegas said that he would check with the PTO about a possible donation to help defray the cost.

Mr. Pelissier said that BOS member Sandy McKenney might contact Associated Grocers as well.

Mr. Venegas said that a company called EasyRink also sells free-standing rinks. A 50 X100-foot rink is \$7,700. Various sizes are available, as well as an expansion kit. He said this would be easy to take down. There would be no fence, unless they erected it. Safety signs should be posted.

- **Online business directory:** Review current status of the directory. Temporary use of several Town sign boards has given the feature more exposure. Discuss other ways to make businesses aware of the directory.

Chair Frascinella stated that the list of businesses is growing, but slowly. Signs have helped promote the directory.

Mr. Venegas suggested attempting to get permission to put fliers on bulletin boards at local businesses.

Mr. Pelissier suggested it might be worthwhile to do a mailing to the businesses. He said it might be worth \$40 of postage to get the information into their hands. He said the Secretary of State (SOS) list has been reduced to about 100 businesses.

Mr. Kaempfer said that there are some duplicates – listings with the same address – so that might narrow the list even more.

Chair Frascinella said that the SOS spreadsheet might be used to create labels.

Mr. Kaempfer said that would be easy to do.

Mr. Pelissier said this is the best way to get the biggest return. He added that many businesses are home operations.

- **NH Department of Economic Development (DOD) presentation:** Review the presentation for ideas on how to encourage business development.

Mr. Venegas said that the presentation was eye-opening. He had no idea of the importance of signage.

Mr. Pelissier said that he is glad they came in.

Chair Frascinella said that he had emailed the NH DED presentation to the members early this week. He added that the Town's signs project is a good starting place.

- **Vault Motor Storage:** Discuss how and when to meet with the owner of the new warehouse on Chester turnpike. An online search includes a map of the warehouse in Allenstown.

Chair Frascinella said that it appears that Vault Motor Storage stores travel trailers and expensive cars. He said it is a good business because there is no waste; it is a clean business but has a low number of employees because it is just a storage facility. He said the Committee should probably give them a bit more time to get settled before approaching them.

- **Town signs:** Review information from any sign vendors contacted.

Mr. Kaempfer said that he checked with Advantage Signs in Manchester. A 3 X 5-foot sign made of PVC is about \$800. He said Advantage Signs made a sign for Boscawen which is carved and has granite posts. The cost was \$4,300. He said that a nice sign would cost between \$3,500 and \$6,500.

Chair Frascinella got some rough quotes from ProSource, which made signs for Derry. A 2 X 3-foot sign is \$1,130; a 3 X 4-foot sign is \$1,950. This is high density urethane with pressure-treated posts clad in PVC sheaths. There are additional charges for crating and shipping.

Mr. Venegas noted that the goal is to update the appearance and quality of the signs welcoming visitors to your town.

Mr. Kaempfer added that otherwise their purpose is defeated.

Mr. Venegas asked about possible sponsors.

Mr. Pelissier suggested LaValley Building Supplies, Advanced Paving, and Vault Motor Storage.

Mr. Kaempfer asked how to determine the procedure for accepting funds.

Mr. Pelissier responded that he should contact Ms. Bender, the Finance Director.

Mr. Venegas mentioned that he could get information about Barlow International, a company that made the sign in front of the elementary school.

Chair Frascinella suggested that Mr. Goodline could send an email blast to locate sign companies in Allenstown.

Mr. Pelissier said that the State could make a presentation to the Budget Committee and/or the BOS about the importance of town welcoming signs. He said they should first work on getting three big signs for the highway locations and then get smaller, less expensive signs for other Town borders.

Chair Frascinella said that they could all take pictures of signs as they travel, and then settle on an image.

Mr. Venegas said that they could have a contest to select a town motto.

Chair Frascinella said that there are about seven locations for smaller signs. This could contribute to local pride. He added that the large signs could cost at least \$1,000 each. They could try to do one each year for three years, depending upon funding. He said they need to determine size and content.

Mr. Kaempfer said that he agrees that the three signs on the highway should be large and of high quality. He added that the sign company in Concord would take two to three weeks from the time of the placement of the order to complete their work.

Chair Pelissier said they might be able to get a Highway truck to transport the signs, and thus save some money.

Mr. Goodine said that projects over \$3,000 required three bids. He added that the signs should be fade resistant.

- **Town website:** Review improvements suggested by the NH Department of Economic Development.

Mr. Goodine presented the website improvements made.

Mr. Pelissier asked about the costs incurred.

Mr. Goodine responded that there is no cost; it is part of the annual fee paid to the website company.

Chair Frascinella said that the web page is pretty much complete.

Mr. Venegas observed that it looks good.

- **2019 Budget:** Determine the funding we will need.

Chair Frascinella said that they need to submit a budget amount soon.

New Business

- **Guide to starting a business:** Discuss request from Town Administrator for such a guide. See Derry's website: <http://www.derrynh.org/business-resources/pages/starting-business>

Mr. Goodine suggested a meeting to get input from Steve Paquin, Building Inspector; Mike O'Meara, Technical Review Committee; Matt Monahan, Central NH Regional Planning Commission; and Donna Baxter, Fire Department.

Chair Frascinella stated he would send this group of people a link to Derry's website and ask if they are missing any steps. He will also ask if they should plan a meeting.

Mr. Goodine suggested contacting the Service Corps of Retired Executives (SCORE), which gives free business advice. He also suggested using microloans to help businesses get started, perhaps obtaining a Community Development Block Grant (CDBG) to establish a revolving fund.

Review Previous Meeting Minutes

Chair Frascinella did not have the September 12th minutes with him, so they will be reviewed at the next meeting.

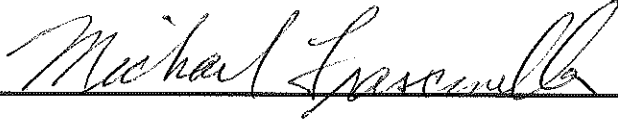
Schedule the next meeting

Chair Frascinella set October 10th for the next EDC meeting.

Adjournment

On motion of Mr. Venegas, duly seconded by Mr. Kaempfer, it was unanimously voted to adjourn at 8:16 p.m.

SIGNATURE PAGE
ECONOMIC DEVELOPMENT COMMITTEE
SEPTEMBER 26, 2018



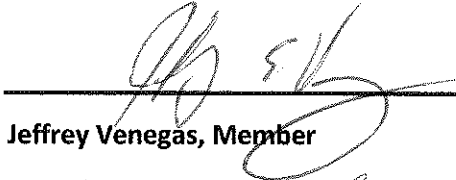
Michael Frascinella, Chairman

Date signed 10/10/18



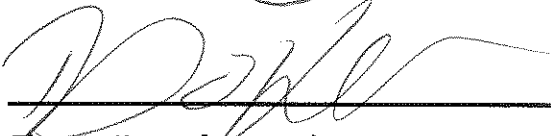
Chad Pelissier, Member

Date signed 10/10/18



Jeffrey Venegas, Member

Date signed 10/10/18



Thomas Kaempfer, Member

Date signed 10/10/18

Ryan Carter, BOS Ex-Officio Member

Date signed _____

Sandra McKenney, BOS Ex-Officio Alternate Member Date signed _____