

Economic Development Committee
July 30, 2020

Present: John Pieper, Ron Rzasa (Chair), Fran Shippee (BOS Representative), Robert Korb

Absent: Faith Mba, Julianna Dodson

Guests: Jeff Scott, Todd Horner from Southwest Region Planning Commission

Meeting called to order: 5:02PM via Zoom

COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically, etc.

Presiding: Ron Rzasa

New Member: Robert Korb has been officially sworn in

Secretary Report: Approved

Ron moved and John seconded to approve the July 16, 2020 minutes

Old Business

1. **EDC Material:** Past Chair Chris Dufresne and Ron met. Ron received copies of the town booklets – Zoning, Planning, & Master Plan. Ron will deliver them to Rob at the Farmers Market on Saturday.
2. **Welcome Package:** Julianna and Ron worked on the packet which was e-mailed out to all members. The BOS has not approved it yet. Julianna mentioned it on Facebook and has gotten numerous responses. Some with recommendations for additional information to be added.
 - a. Fran suggested that the wording in the second paragraph of the EDC welcome letter to new residents be changed by replacing the word assimilate.
 - b. Package Distribution ideas: It can be mailed to all new owners. Hopefully, the owner will forward it to a tenant. It could be left at the Town Offices to be handed out with a new registration. Post it on the website. Tack of notices on where to find it on the town bulletin board and the Post offices.
 - c. The following information is in the current Package:
 - i. EDC Welcome Letter; BOS Welcome Letter; Town Information about Business hours and Miscellaneous Info; Post Offices information & Newspaper; Septic 101 – information on septic systems; & Places for Recreation
 - ii. Donna will produce an information sheet on wells.
3. **Chesterfield Business Listings:** Fran did not have much luck with the Secretary of State lists as they are not geographical. There is still the question of acquiring business e-mail addresses and purging businesses that no longer exist on the current spread sheet.
 - a. Todd Horner suggested looking through the Greater Keene Chamber of Commerce directory for Chesterfield businesses. Some have e-mails listings. EDC could copy that format for their own website. Also, put out a message on all platforms of social media requesting any businesses that want to be on the list.
 - b. John is reformatting the Excel spread sheet of businesses. Once finished, he will send it to Fran. She will divide it up and make up questions to ask and send it to Donna for distribution. Hopefully, all this can be done by August 15th.
 - c. Ron also suggested that a pamphlet of “Where to Shop in Chesterfield” be produced and distributed in local gas stations, delis, bank, and the Town Offices.

4. **Business Cards:** Robert Korb's business cards are being printed and should be available next week. Ron will bring them to the farmers market. Faith is the only one not to pick them up.
5. **Letter to New Residents:** Ron composed a letter that he proposed be sent out to all residents who have moved to town over the past year. John suggested placing our website address and e-mail directly in the letter. John 1st & Fran 2nd, the committee voted unanimously to approve mailing out the adjusted letter.
6. **E-mail issue:** This is still unresolved. Fran will contact Antje about accessing the e-mail account. It may be that we will have to get a new e-mail account.
7. **Copper Cannon:** John went with Blake to the Planning Board. It was decided that Planning and Zoning should hold a joint meeting to address his sign issue. At that meeting he can appeal for a variance and have a public meeting at the same time. The sign will have no impact on the present footprint. John has advised him how to prepare for the meeting. He will accompany Blake to it. No date has been set.
Helping New Businesses: Keene's Building Better Together Program is specifically for rewriting their regulations. It has been a time, labor, and finance heavy process. The recommendation was given to interview current businesses and developers to discover how we can make the regulatory process easier for new businesses. It was also recommended that we look at variances that have been filed to find common trends. It is unlikely that Chesterfield will have the manpower or funds to take on a project as extensive as Keene has, but we can still focus on how to make the process better from a logistics and customer service standpoint.
 - a. Todd and Ron will work on this and from that feedback, see if they can discover trends. John will e-mail Rob Chesterfield business flow chart.
8. **Welcome Center:** Fran will attend the Transportation Advisory Committee meeting to see what the status is on the Welcome Center scheduled to be added to the State Liquor Store on Route 9.

New Business

1. **Farm Ordinance:** Ron is hoping to start working on a "Right to Farm" Ordinance to place on March's ballot. John advised him that it must go through the same channels as the sign petition.

Next Meeting Date
Thursday, Aug 13, 2020
Zoom meeting – 5PM

Meeting Adjourned at 6:04PM (Ron 1st, John 2nd)

Respectfully Submitted by,
Donna Roscoe, Secretary
July 30, 2020