



**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

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**Brookline
Economic Development Advisory
Committee**

Monday September 10, 2012 meeting
6:30 pm – Town Hall, Meeting Room

Attended the meeting:

Dana MacAllister, Planning Board Representative

John Carr, Selectmen Representative

Melanie Levesque, Resident

Susan Adams, Resident

Tad Putney, Town Administrator

Valérie Maurer, Town Planner

6:40 pm – The Committee had a couple of modification to the notes taken from the last meeting.

Tad informed the Committee that Ron Pelletier asked to be kept informed of the progress and stay on the email distribution list.

Planning for the Business Roundtable

Invitation:

The Committee reviewed the draft letter Tad prepared and that will be sent to Business Owners. A couple of minor changes were made and the list of the EDC members will be added bellow the Selectmen and Planning Board signatures.

Susan asked how the Town Boards were aware of the work done by the Committee. **Tad** said that the Selectmen see the minutes and he keeps them informed of the progress. Also, **John** is the Selectmen's representative on the Committee. The next Selectmen's meeting is on September 17 and if they feel comfortable with the letter, **Tad** will ask Clarence who is the Chair to sign it. **Dana** and **Valérie** will coordinate with the Planning Board who meets on September 20, 2012.

Updated list of Businesses

Valérie updated the list of all existing/running businesses along Route 13, with additional ones in other areas of the town and with some Brookline residents running businesses in other Towns. Some email addresses are still missing but phone numbers are available for each of them. All present agreed on calling the business for which the email is missing and ask for this information. **Valérie** asked Members to send her all additional contact information in order to update the business owners' list.

Packets to Participants at Business Forum

Tad said that he has not received the packet from Bill Parker. This packet will be sent to all business owners who will attend the Forum. **Dana** said that he would remind Bill.

Other items

Susan said that she would like to know what the feeling of the meeting would be and what would be listed on the agenda. **Tad** presented what he thinks should be discussed the night of the Forum, from an introduction referring to the Master Plan to special speakers then have break outs for participants to discuss specific topics. **Melanie** said that she knows someone who could help us with facilitating and will ask her to attend the next meeting.

An updated map with all the lots located in the Commercial/Industrial district will also be necessary. **Tad** said that he will talk to the NRPC and see if they can prepare a large map that will be on display during the Forum.

John said that he talked to Tom Moran who might be interested to talk during the Forum. **Melanie** also had a good contact with TD Bank and they sound very interested in participating.

After **Susan** asked, the Committee discussed how the break outs would be organized, how to manage the discussions, what topics might be discussed and how reporters would gather comments and provide input to the audience. **Susan** also pointed out that the Committee needs to think about the room setting.

Discussion on Final Payment for Intern

The Committee reviewed the assigned tasks and the work accomplished by Tim Stetson and agreed on a final compensation. **Dana** will discuss it at the next Planning Board meeting and will make the recommendation on behalf of the Committee.

Meeting adjourned at 7:40 pm

Next Meeting will be held on Monday September 24, 2012 at 6:30 pm at the Town Hall, Meeting Room

Submitted by Valérie Maurer