

# **ECONOMIC CORPORATION OF NEWPORT**

Sugar River Bank Community Room  
20 North Main Street, Newport, NH 03773

## **Minutes of April 12, 2018 - Full Board**

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**MEMBERS PRESENT:** Hunter F. Rieseberg, President; Mark A. Pitkin, Vice President; Todd M. Fratzel, Donna Mahair, Cindy Gallagher, Robert A. Collins, Ella Casey, Bruce Jasper, Paul J. Brown

**MEMBERS ABSENT:** Terry Dorr, Treasurer; Richard Bates, Secretary

**CALL TO ORDER:** President Rieseberg called the meeting to order at 7:33 a.m.

**MINUTES:** Minutes from the August 31, 2017 meeting were not yet available.

Mr. Jasper asked that meeting minutes contain more detail in case there was an argument about something in the future. Dr. Gallagher stated that she should have been listed as “Absent Member” for the December 15, 2017 meeting.

On a motion by Ms. Casey, seconded by Mr. Collins, *the Board voted to accept the minutes of December 15, 2017 as amended. The motion passed 9-0-2 (Mrs. Mahair and Dr. Gallagher abstained).*

**TREASURER’S REPORT:** Mr. Brown distributed financial reports dated through February 2018. He said they paid the last two bills for the Eagle Block for electricity and the elevator. Mr. Brown stated that, later today, he would be contacting the current bookkeeper to let her know her services would not be required after April 30, 2018. Mr. Brown said that he would be taking over that task.

Mr. Jasper asked why this Treasurer’s Report was only through February 2018 and not March 2018 to which Mr. Brown responded that statements haven’t been received yet.

On a motion by Ms. Casey, seconded by Mr. Fratzel, *the Board voted unanimously to accept the Treasurer’s Report.*

**FUTURE INITIATIVES/PROJECTS/REPORTS: Bylaws Update** – Mr. Brown stated that this group met once; they are about 2/3 of the way done with the bylaws update; and they should have them for the Board at the June 19, 2018 meeting.

Mr. Pitkin wanted to address using the same bylaws for the possibility of a new/or additional “ECON”. After some discussion regarding this possibility, *a motion was made by Mr. Pitkin, seconded by Mr. Jasper, and passed unanimously, to seek a formal proposal and recommendations from a law firm to form an additional entity. Mr. Jasper volunteered to get this proposal.*

**ECON’s Mission: Revisions/Creation** – The *Mission Statement* committee submitted the following revised statement in March 2018:

3/27/2018 - ECON Mission Statement: “To promote and foster business growth to diversify the Town’s employment base, attract new and additional capital investment, and increase local employment opportunities.”

The following items/language were discussed at length for whether they should be a part of the *Mission Statement*:

- ∴ a statement about retaining current business
- ∴ remove the capital “T” in the word Town
- ∴ “to promote and foster new and existing business...”
- ∴ “to promote, support, and foster ...”

***On a motion by Mrs. Mahair, seconded by Mrs. Casey, the Board voted unanimously to revise ECON’s Mission Statement to read as follows:***

**“To support, promote, and foster new and current businesses to diversify the town’s employment base, to attract new and additional capital investment, and to increase local employment opportunities.”**

**UNH Local Business Engagement & Retention Program** – President Rieseberg explained the UNH Local Business Engagement and Retention Program to Board Members and how ECON could qualify for this assistance. The Program would assist “communities to develop, maintain and grow a thriving local economy by connecting with businesses to understand and address their needs, challenges and opportunities”. President Rieseberg stated that the first step would be to get a committee of 8-12 people together who are willing to receive training that will set them up to go into the community and interview businesses to determine what they feel is important to their continued success. President Rieseberg and Dr. Gallagher both agreed that this program would greatly benefit our community. President Rieseberg stated that this would be an “action” committee and would not get pushed aside as other attempts have in the past. He asked for ECON’s support and for volunteers to work on the committee. President Rieseberg said he felt this Program and the new Economic Development Director/Coordinator position can work together.

***On a motion by Mr. Collins, seconded by Mrs. Casey, the Board voted unanimously to endorse and support the UNH Local Business Engagement & Retention Program.***

President Rieseberg asked for volunteers from this Board to serve on the committee for an approximate 9-month commitment. He said he will also be looking for volunteers from the upcoming meeting with Jay Lucas.

Volunteers from ECON are: Donna Mahair, Cindy Gallagher, and Todd Fratzel (or another Board of Selectmen representative).

**PROPERTIES: Landfill – Financial Assurances Update** – Mr. Brown said there is no update on this topic.

**Landfill – Range Update** – President Rieseberg said he was working on having those who use the range pay a rental fee. He reported that the shooting shed was now complete thanks to donations from local talent. He said that the retaining wall will be poured as soon as the weather stabilizes, and that staff would be doing the excavation work. President Rieseberg said that a local Boy Scout Troop would be getting their merit badges with a mini weekend jamboree for shooting and then doing some trail clean up.

President Rieseberg added that he would like to see what interest Claremont might have in using our solar, which might create a cash flow to take care of financial assurance sufficiently. Mr. Fratzel said that said that this could drive 3-phase into this area, which would be very beneficial. It was the consensus of the Board to continue working on this idea.

President Rieseberg said that the county would be hosting an annual fall conference. They will be inviting representatives from all over the State, offering a shooting program. He said that Ruger is on board and John Hooper, Pinnacle Sports, will help with product and training.

**Smith House** – Mr. Brown said that the work on the chimney continues.

**ECONOMIC DEVELOPMENT DIRECTOR/COORDINATOR – FIRST DRAFT MOU:** President Rieseberg, referring to a draft MOU, said he was hoping to get this Board’s approval so that he could then get it out to the other involved parties. He wants to get the job description finalized over the next few weeks, get a panel together to interview applicants, and have the position filled by July 1.

Mr. Jasper questioned the town manager being on the Advisory Board as stated in #4 of the MOU, rather than a member of ECON. President Rieseberg pointed out that the town manager would be a member with the intent to give feedback to the employee and to hold the employee accountable. Dr. Gallagher stated that if there is a selectman on this board then there should also be a member of the school board. Discussion on the names of people on this board resulted in changes to spelling as follows: from Ray to Roy; from Kenneth to Harold; and from Jason to Jay. Dr. Gallagher said the signatory page should read: “On behalf of the town” and “On behalf of the school district”.

Dr. Gallagher wondered why the distribution of work time for this employee was not defined in this document. President Rieseberg stated that it is in the job description, with the major goal being to promote the school to work program.

Mr. Jasper then asked, in reference to #7 of the MOU, who would get to cancel this agreement? There was discussion about changing the language to include a “majority vote” or to have a withdrawal clause. Mr. Pitkin said that if he was applying for this position, he would want a guarantee that the position would be for a 3-year period of time. President Rieseberg stated that if the Town doesn’t vote for their \$15,000 portion, they would have to find the money somewhere. Mr. Fratzel said that with 6 entities involved, it wouldn’t be too hard to come up with \$15,000.

On a motion by Mrs. Casey, seconded by Mr. Pitkin, *the Board voted unanimously to move forward with the MOU as edited.*

*Dr. Gallagher left the meeting at 8:54 a.m.*

Mr. Collins asked if there are conflicts with the entities involved with this new position; i.e. LaValley's sells supplies to the Town of Newport. Mr. Fratzel stated that there is no conflict since none of the entities do not benefit from this position. Mr. Pitkin agreed that it was reasonable to conclude that no one was directly benefitting.

**MISCELLANEOUS:** Mrs. Casey announced that the new Verizon store on Main Street would be having their ribbon cutting on April 13, 2018 at 10:00 a.m.

President Rieseberg asked if ECON is willing to make a statement as being in favor of the community center project. He said that he feels that the community center will become an economic feature of the community. Mr. Pitkin said that the community center project took a significant amount of money when the schools and teachers needed it. He added that this statement might look more political than mission-driven. Mr. Collins was in agreement with Mr. Pitkin.

*Mrs. Mahair left the meeting at 9:00 a.m.*

Mr. Fratzel reminded everyone that when they did the Master Plan survey, there was an overwhelming need for a community center, while President Rieseberg added that the community center project speaks to the vitality of the community.

On a motion by Mr. Fratzel, seconded by Mr. Jasper, ***the Board voted in favor of supporting the community center project. The motion failed for lack of majority/3-3-0. In favor were: Mr. Fratzel, Mr. Jasper, and President Rieseberg. Opposed were: Mr. Collins, Mr. Pitkin, and Mr. Brown.***

There being no further business, ***a motion was made by Mr. Fratzel and seconded by Mr. Collins, and passed unanimously, to adjourn at 9:12 a.m.***

**The next scheduled meeting for the Executive Committee is Tuesday, June 12, 2018 at the Town Office at a time TBD.**

**The next meeting for ECON's Full Board is scheduled for Tuesday, June 19, 2018 at 7:30 a.m. at SRB Community Room.**

Respectfully submitted,



Joanne F. Dufour  
Recording Secretary

Approved On: June 26, 2018