

BIDPA Meeting
June 10, 2020
Service Credit Union Heritage Park

Members Present: Chair Mike Caron, Dick Huot, Roland Olivier, Peter Higbee, Steve Halle, Paul Robitaille, Andre Duchesne, Richard Eastman

Members Excused: Dave Poirier Bobby Hill, Jay Poulin, and Diana Nelson

Others Present: Jim Wheeler, City Manager; Pamela Laflamme, Community Development Director

May Minutes: Mr. Olivier made a motion to approve the May minutes seconded by Mr. Higbee, all members voted in favor of the motion and the motion passed.

May Financials: Chair Caron reviewed the financials for May with the board. There was a discrepancy noted between the cash reconciliation and the expense report which staff will review with finance. There were no other questions or discussion. Mr. Higbee made motion to approve the May financials, seconded by Mr. Halle, all members voted in favor of the motion.

Economic Development Strategy – Camoin Lodging Project update: Ms. Laflamme shared with the board that she & Chair Caron had participated in a few calls with both developers and franchise representatives. The conversations have been focused on understanding what they are each looking for in moving to a new market area and what Berlin might need to attract a brand name lodging facility to the community.

Chair Caron explained that there was some interest in seeing us have our own feasibility study in hand to help understand what the market can attract and support. We have shared a lot of data generated by the Chamber as well as our own strategy and incentive information. There was discussion about whether we should move ahead with a study which may cost around \$10,000.00. It was decided that the board would authorize Chair Caron and Ms. Laflamme to make the determination based on further conversations. Mr. Higbee noted it shows earnest on the part of the City and that we should seek to understand why we may not be ready to support such a project as well. Ms. Laflamme said that would be a good thing to include in the work and it can be woven into the RFP.

Mr. Olivier noted we have the money, we should do whatever will help move things along. Mr. Olivier made a motion to allow the study to move forward as determined by Chair Caron and staff, seconded by Mr. Duchesne, all voted in favor of the motion.

Board terms expiring in July 2020 & Board Treasurer: Ms. Laflamme reminded the board that July is the month to renew board membership. Mr. Higbee and Mr. Hill's terms are up. Mr. Higbee is interested in continuing. Ms. Laflamme will contact Mr. Hill to confirm his interest. Mr. Robitaille's term will adjust to reflect a July expiration to go with the other members. The board is still without a treasurer and there was encouragement to

find either a board member willing to do it or recruit a new member who would also be interested in being the treasurer as well.

Other: Chair Caron mentioned the Androscoggin Food Co-op project. The need for a local supply chain for food and other goods has been obvious during the pandemic. Mr. Higbee and Ms. Laflamme, both AFC board members spoke about the work and the need to recruit member-owners to help bring the project to fruition. There is a lot of work around member recruitment to be done to move the project far enough along to start looking for a site and doing a full feasibility study and business plan. The preliminary study indicates we can support a store that is about 8500 square foot. It is being modeled after the Littleton Food Co-op which has been mentoring the group along. More information is available at the website for the project, www.androfood.coop. Chair Caron feels this will be an important project for the community and encouraged board members to join the Co-op.

Member Comments: Mr. Higbee shared with the board that the Nansen Ski Jump project is moving forward and that it looks reconstruction will begin in the near future. This will be a great project for our area.

Public Comments: None

Mr. Higbee made a motion to go in to Nonpublic Session per RSA 91-A:3, II (d) Land Matters, and seconded by Mr. Duchesne, roll call vote was taken, motion passed.

Mr. Robitaille made a motion to exit nonpublic session per RSA 91-A:3, II (d) Land Matters seconded by Mr. Eastman. A roll call vote was taken, the motion passed.

Mr. Higbee made a motion to seal the minutes of the nonpublic session until such a time the information is no longer needed to kept nonpublic, seconded by Mr. Duchesne, and all voted in favor of the motion.

Adjournment: Mr. Eastman made a motion to adjourn the meeting, seconded by Mr. Higbee, all members voted in favor of the motion. Meeting adjourned.