

**MEETING MINUTES OF THE PORTSMOUTH
ECONOMIC DEVELOPMENT COMMISSION
October 4, 2019**

Members Present: Bob Marchewka, Chairman; Sarah Lachance (via teleconference), Tom Watson, Alan Gold, Ron Zolla, and Dana Levenson, Philip Cohen

Excused: Vice Chair; Assistant Mayor Cliff Lazenby; City Councilor Nancy Pearson

Absent: Katelyn Kwoka, Everett Eaton,

City Staff: Economic Development Program Manager Nancy Carmer,

Chairman Marchewka opened the meeting at 7:35 a.m.

Approval of draft meeting minutes of September 6, 2019

Commissioner Zolla moved and Commissioner Watson seconded a motion to approve the draft meeting minutes of September 6, 2019. The motion carried unanimously.

Parking Principles Discussion

The Commission discussed members' feedback on the Parking Principles as outlined in the themes below:

1. Further define the term "shared partnership" as it relates to clarifying the role and responsibilities of public and private interests.
2. Take a more comprehensive position on looking at the movement of people and access to business/retail/hospitality/etc. than currently appears in this document.
3. Anticipate that the demand on places to put vehicles for short- or longer- term parking may well change, and we may be able to drive that change by being proactive in our view of parking.
4. Be more explicit regarding the connection of transportation and access to parking as well as the creation of additional sources of spaces.
5. Broaden the narrow view that exists on parking needs and address future transportation modes in the principles.
6. Anticipate that resident vs. visitor parking in neighborhoods will continue to be a concern to residents and employees and may warrant further ideas for consideration.
7. Proactively develop a comprehensive parking and transportation strategy that informs policies.
8. Consider price reductions for City residents and employees to encourage accessing downtown.
9. Address the need to avoid the potential of additional surface lots in the downtown. of the parcel.

Staff will consolidate the comments and send to EDC for review, edits and concurrence.

EDC retreat

- *Date, time and place*

The retreat will be on October 29th from 1:30 PM to 4:30 PM in the Levenson Room of the Portsmouth Public Library.

- *Format and agenda*

The retreat will be facilitated by Larry McCullough of The Pinetree Institute. It will consist of three areas of focus: 1) A visioning session with 2-3 breakout groups, 2) development of an actionable plan to move toward the vision and 3) development of an implementation plan.

- Additional EDC ideas for inclusion in the retreat were suggested as listed below:
 - Discussion on broadening EDC's role on advocating/commenting publicly on City projects that will impact economic vitality.

- Discussion EDC’s role in responding to City Council referrals with the goal of taking the initiative to be more proactive and progressive on opportunities that could enhance the City’s economic future.
- Discussion on guidelines for proactive engagement. Example given of EDC role in the redevelopment of the McIntyre.

Joint Meeting of PTS and EDC on Microtransit

- *Date and time:*
The joint meeting will be held on November 8th from 8 AM to 9 AM in Conference Room A of City Hall. This will take the place of the monthly meeting that was originally scheduled for November 1st.
- *Discuss format and agenda:*
The consultants from VIA will make a brief presentation on Microtransit and provide examples of programs the firm is administering in other cities.

Other Business/Project Updates

- *National Small Business Week Awards - NH nominations*
Staff reviewed the SBA National Small Business Week award nomination form and asked members to consider nominating local companies.
- *Update on City Manager Search Process*
The City Council has narrowed the list of over 45 candidates to three semi-finalists who underwent further interviews with a stakeholder group and also with a group of City Department and Division heads this week. Additional opportunities for interfacing with the finalists will be on October 8th in Council Chambers, at 7 pm, at an informal, public “Meet and Greet” session and on October 9th at 5:30 PM in City Council Chambers at a facilitated public interview event.

Public Comment

David Choate of Colliers International commented on two items:

1. A concern that the legislature may be looking at changing the structure of the Pease Development Authority and the International Tradeport in an effort to exert more state control.
2. Agreement with the EDC’s desire to discuss being more proactive on City development projects.

Upcoming Meetings:

Nov. 8, 2019, 8:00 AM - Joint EDC/PTS meeting
Dec. 6, 2019. 7:30 AM - Next regular EDC meeting

The meeting adjourned at 8:45 AM.

Respectfully submitted,
Nancy Carmer
Economic Development Program Manager