

DRAFT
MEETING MINUTES OF THE PORTSMOUTH
ECONOMIC DEVELOPMENT COMMISSION (EDC)
May 5, 2023. 7:30 AM- 9:00 AM

Members Present: Chair Phil Cohen, Bob Marchewka, Tom Watson, , Anne Weidman, Andrew Ward, Everett Eaton, Anna Howard, Assistant Mayor JoAnna Kelley, Ben VanCamp

Absent: Jacob Lehoux, Vice Chair Alan Gold, Sarah Lachance, City Councilor Vince Lombardi

City Staff: City Manager Karen Conard, Asst. City Manager for Economic Development Sean Clancy

Chair Cohen called the meeting to order at 7:35 AM

Minutes - Approval of draft meeting minutes of April 14, 2023 – Motion made by *Commissioner Ward*, seconded by *Assistant Mayor Kelley*. Motion to approve draft minutes passed unanimously.

Working Group Updates:

Charter/Mission Review –A memorandum including the proposed ordinance language changes will be sent to City Council to be considered at the May 15th meeting.

Land Use Liaison – *Commissioner Marchewka* and *Assistant Mayor Kelley* provided an update on the Accessory Dwelling Unit ordinance changes which were approved by the City Council in April.

Office of Economic Development Update:

Progress continues to be made on the CRM/Database project for the EDO as well as the regional workforce development initiative funded by the NH BEA. Arts and Culture Committees are ramping up: (New) Public Art Review Committee, AFTA study wraps in June, Cultural Plan RFP on the wire until May 5th.

The EDO is co-hosting a Small Business event on June 6th from 8am-11:30 along with Chamber Collaborative and Small Business Administration

City Manager Karen Conard provided the EDC with an update on the McIntyre building process.

Chamber Update: *Chamber President Van Camp*

- Spring Restaurant Week (April) was deemed a success; data will be collected in early May.
- Save the Dates: Hit the Decks (5/11), SBA Small Business Event (6/6), Street Life (8/15).

City Council Update:

It is budget season – there are many public sessions scheduled.

Assistant City Attorney Jane Ferrini provided an overview of the role of the City Council’s Legislative Subcommittee. She advised that bills moving through the NH state legislature that traditionally monitoring are bills that address Local Control bills and Statewide Zoning. There were no specific updates as HB 1 and HB2 are still moving through the legislature.

Commissioner Eaton (again) requested a monthly parking update which will be pursued for the June meeting.

Chair Cohen led a brief conversation regarding the next step in for the EDC to respond comply with the City Council's request to provide recommendations to make **Outdoor Dining** more permanent through an ordinance. The EDC has decided to form a working group to review the last three plus years of work, analysis, and data then prepare recommendations to be shared with the entire EDC. This working group will work with the planning department's technical advisory group (for ODD) to include (or at least consider) identified concerns and staff recommendations.

Adjourn

Motion to adjourn made by *Commissioner Marchewka*, seconded by *Commissioner Weidman*.
The motion passed unanimously.

Next Meeting Scheduled for Friday May 5th, 2023.

Respectfully submitted,
Sean Clancy
Assistant City Manager for Economic Development