

**MEETING MINUTES OF THE
PORTSMOUTH ECONOMIC
DEVELOPMENT COMMISSION**
September 6, 2024 7:30 AM- 9:00 AM

Members Present: Chair Tom Watson, Vice Chair Sarah Lachance, Anne Weidman, City Councilor Vince Lombardi, Anna Howard, Phil Cohen, , Jacob Lahoux, Ben VanCamp; Bob Marchewka Andrew Ward

Absent: Everett Eaton, Assistant Mayor Joanna Kelley, Jen Scumaci

City Staff: Assistant City Manager Sean Clancy, City Manager Karen Conard

Chair Watson called the meeting to order at 7:35 am.

Motion to accept the minutes of the July meeting with no changes made by *Councilor Lombardi*, seconded by *Commissioner Marchewka*. Motion passed unanimously.

Economic Development Office Report: *S. Clancy*

- The Market Square Master Plan process continues to move forward - focus on seeking public input.
- The Parking Utilization Study group is wrapping up it work and a future needs report from the consultant will be presented to City Council in September.
- Novocure held a headquarters ribbon -cutting ceremony September 4th
- The Sherburne property process continues to move forward
- Seacoast Shipyard Association will present latest economic impact report on September 18th

Economic Resiliency Working Group update: *Commissioner Weidman*

- The micro transit company Via has been in contact with ERWG and would like to schedule a presentation with the EDC
- Via has also been in contact with City Staff regarding securing an audience.
- Via will be invited to present to the EDC at the October 4th meeting
- *Vice-Chair Lachance* recommended that interested city staff be invited to attend

Business Support Working Group update: *Commissioner Ward*

- The BSWG has concluded its research into the Inspections Department process and will be drafting a letter (including slide presentation data) to the City Council to conclude this effort
- Once the Inspections Department review is complete; a new area of focus will be chosen for review
- The EDO CRM effort continues to move forward and the BSWG is monitoring progress while supporting this initiative

A discussion surrounding the best way to communicate EDC efforts and findings to the City Council ensued and *Vice Chair Lachance* volunteered to create a draft of communication guidelines for the EDC to review and adopt.

Chamber Update – *Ben VanCamp*

- The Chamber hosted a very successful *street.life* event celebrating the business community ((9/5/24)The Chamber Collaborative is launching a podcast series...stay tuned
- Great bay Community College is launching a culinary program in conjunction with Evan Mallet, David Varga, and Jay McSharry
- The Chamber is partnering with PHS-CTE to host an inaugural student “signing day” for those entering the workforce directly after graduation (celebration)
- Fall Restaurant week is scheduled for November 7th-16th
- A new (educational) breakfast series in underway – next topic in October (Real Estate: Comm. & Residential)

City Council Update – *Councilor Lombardi*

- The City Council voted to prove \$1M in funding to SELT to acquire & maintain the so called “One Hundred Woods” (Cavaretta) property.
- The City Council approved \$1M appropriation to complete the Hanover Garage repairs scheduled for Summer 2025
- The City Council adopted the City’s Climate Action Plan

Public Comment: N/A

Motion to adjourn made by *Commissioner Cohen*, seconded by *Commissioner Weidman*. Meeting adjourned at 8:45 am.

As always, a full recording of this meeting is available on the EDC web page.

Submitted by,

Sean Clancy

Assistant City Manager for Economic & Community Development