

Jaffrey Economic Development Council
Draft Minutes 11/9/22

8:00 am Jaffrey Town Office

Present: Peter Chamberlain, Chair, Dominique Caissie, Cathy Furze, Mike Shea, Bill Schofield

Staff: Jo Anne Carr, Director

No Quorum

1. Facilitated Workshop

The next workshop is November 10. There was good attendance at the October meeting, though it is noted that evening meetings are not inclusive of many people such those working and young families. Future engagement efforts will include a mobile platform that can be accessed independently. This can be addressed through the proposal included in the budget.

2. Budgets

Jo Anne presented draft budgets for the Downtown and Stone Arch Bridge TIFDs. The proposal calls for level funding from FY 2022. As follow-up on the suggestion of Marty Kennedy to engage the services of a landscape architect to finalize design of the downtown traffic project, Jo Anne solicited proposals from recommended firms. Given the very tight turnaround time to meet VHB and DOT final design needs, only one firm was able to provide a draft scope, Toole Design. This draft was circulated and discussed. There was concern raised about the total cost and it was suggested to consider the proposal in two phases. Among those present there was consensus to allocate the funds for the design work as the EDC has been reserving the downtown improvements account and capital reserve fund to support investments necessary related to the traffic project. Jo Anne will convene a steering committee drawn from the EDC, DT Revitalization Committee and Planning Board to oversee the contract and deliverables.

As there was no quorum, no votes on the budgets were taken.

3. Tourist Map Calendar

At year's end there will be a reprint of the tourist map. Jo Anne asked for updates to annual events to be included on the calendar.

4. Other Business/Updates

No other business discussed as the focus was on the Toole Design contract.