



TOWN OF PITTSFIELD
Community Development Committee
Town Office 85 Main Street
Pittsfield, NH 03263
September 13, 2017

1. Meeting called to order at 6:30.
2. Attendees: Roland Carter (RC), Jim Allard (JA), Louie Houle (LH), Ellen Barbasso (EB), others attending: Kevin Gibson and Jesse Gibson
3. Minutes for August 9, 2017 were accepted and approved with a correction: under item 3A “Senator” misspelled; under item 6 remove comma.
4. Jesse Gibson gave suggestion on how to optimize info on town website
 - A. Minutes for meetings could be done by typing into a special document on line. The format would be the same for all board and committee meetings
 - B. If you need to do a search on a particular topic enter the search topic and it would pull up all the documents related to it.
 - C. Project form- for a specific project all departments that are working on it would input information in the same way. Topics would include: Who requested it; what are the action steps; weekly status reports or updates; identify it by project number
 - D. Hardest thing to do is change, but people adjust and get used to it
 - E. LH said the town tried doing a standardized format for minutes but it was not successful.
5. Jared Reynolds from UNH Extension Community & Economic Development
 - A. Economic Profiles, business retention, Community engagement
 - B. Help communities plan and set up committees, assist in getting grants, access government and county agencies; support and help with goals and strategic planning
 - C. LH mentioned that he and RC spoke to Molly Donovan (at state level)
They also know Molly Shannon from NH Listens – we have had many meetings of Pittsfield Listens for a few years. They would like to get a grad student to help put things together
 - D. LH also mentioned he had been to an Epsom Economic Development meeting-all towns seem to be trying to do the same thing to get and keep businesses. We need to think outside the box and come up with new ideas
 - E. Jason also said that we need a key person to work with all the boards in town and help businesses to stay in town and to grow. Sometimes the boards don’t work together for a common goal.
 - F. In 2015 Cooperative Extension went to Franklin to connect different groups that had conflicts.
6. Other
 - A. Housing: we do not want new low income housing-there are many in towns around us
 - B. We should fix up the homes we have –one person is already doing that.
 - C. We do not meet Orton Family Foundation criteria, we do meet UNH Coop Extension

- D. We need to expand our committee membership-find people who are able to do things, or have the free time to do things and get information.
- E. Put all info into one site- accountability- get standard forms for agenda and minutes, improve communication and challenge implementation.
- F. People outside of Pittsfield think more of our town than people who have lived here for many years, how do we get our own people (in town) to believe in the town?

7. Next meeting will be September 24, 2017, at 6:30pm

8. Meeting adjourned at 8:03 P.M.

Submitted by

Roland Carter, Chairman

Minutes taken by:

Ellen Barbasso, Secretary