**Northwood Economic Development Committee**

**Meeting Minutes**

**April 5, 2017**

**7:00 p.m**.

**Call to Order and Attendance**

Hal Kreider called the meeting to order at 7:05pm. Present: Hal Kreider, Rich Bojko, Judy Burke and James Burdin.

**Public Comment**

None

**Minutes**

March meeting minutes not available.

**INTRODUCTION**

Matt Sullivan’s replacement introduced from Strafford Planning Commission. James Burdin.

**ONGOING BUSINESS**

**TIF**

Discussed who is required to be on the TIF Advisory Board. There is a need for an Evaluation Chart for desired development goals. A rubric will be created and as an example the goals will be listed and be given a number range of 1 to 10 as deserving of funding.

TIF Prep work:

 Create Rubric and scaling system. James Burdin has a framework available to start with.

 When projects come in the Advisory Board will assess where the project falls on the scale.

 Use Northwood Master Plan to adjust.

TIF Charter:

James will help Hal with the TIF Charter.

TIF Records:

Delegate staff/volunteers for record keeping process.

Create official list of property owners.

Come up with process to contact landowners.

TIF Public Meeting:

TBD. Discussion on expectations and information resulted in a possible Public meeting for input from the community and landowners.

TIF Contacts

 Create separate town e-mail account for all related TIF communications.

TIF Administration

 TBD. Hal, Joe Gunter and James Burdin will discuss staffing of work

**ADJOURNMENT**

The meeting was adjourned at 8:35pm. Rich Bojko motioned to adjourn and Judy Burke seconded. Motion passed.

Respectfully Submitted

Judy Burke