



City of Rochester, New Hampshire  
Office of Economic & Community Development  
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Rochester Economic Development Commission  
Minutes – December 4, 2023  
Granite Steak and Grill  
Farmington Road, Rochester, NH

**Members Present:** Jonathan Shapleigh, Chris Harrelson, Kris Ebbeson, Marsha Miller, Ron Poulin

**Members Absent:** Tim Jones, Tanya Hervey, Janet Davis

**Others Present:** Mike Scala, George Bald, Jenn Marsh

- A. Chairperson Shapleigh called the meeting to order at 4:05 pm.
- B. Kris noted that her name was not included on the members absent section of the January 2024 minutes. Marsha made a motion to approve the minutes as amended adding Kris as absent. Ron seconded the motion, all in favor.
- C. There was no public input.
- D. Jenn updated the members on the strategic plan. Currently Mike and Jenn are doing a final review before they send it out to members for review. Once that is complete there will be a meeting with RKG at an REDC meeting, a public meeting and then a presentation to the Planning Board as the Planning Board reviews all master/strategic plans. Jenn was asked to reach out to RKG about what they are looking for in the public comments and also to see what RKG suggests for days and times of the public meeting. Jenn will invite RKG to the March REDC meeting.  
Jenn noted their department is partnering with the Small Business Administration and Tri-City Chambers on a funding fair that will take place on April 2<sup>nd</sup> from 9-12am at the community center. All are welcome to join.
- E. Mike noted that it's time to continue working on the business, retention and expansion program. He noted the last downtown program was in 2018 and asked for advice on next steps from the members. Ron noted that manufacturing businesses would be a great next step due to their issues with hiring, childcare and employees finding housing. Marsha noted that making connections is important to help recognize the skills gap and that the survey results information should be collected and shared with any educational facilities that might be able to assist with the skills gaps. She also noted we should reach out to Great Bay before we go out to see if they have any valuable information we can share.  
Jenn will find the survey from 2018 as well as the results and pass it along to members for review. The group will discuss it further at a future meeting.
- F. The members discussed potential guests and site visits for 2024. Site visits included: Albany/Safran, Sig Sauer, MADCO 3D, LDI Solutions, Great Bay Community College and Intec Automation. Jenn will set these up for our monthly meetings.
- G. Other: The members discussed parking in the downtown and Mike updated that the City Manager is working on setting up a self-directed commission. Mike noted the Union Street lot will potentially be a fall start time.
- H. Chris made a motion to adjourn at 4:56pm. Kris seconded the motion, all in favor.

Respectfully Submitted: Jenn Marsh