

**MEETING MINUTES OF THE PORTSMOUTH  
ECONOMIC DEVELOPMENT COMMISSION (EDC)  
October 29, 2019**

**Members Present:** Bob Marchewka, Chairman; Philip Cohen, Vice Chair; Sarah Lachance, Tom Watson, Alan Gold, Ron Zolla, and Dana Levenson, Assistant Mayor Cliff Lazenby; City Councilor Nancy Pearson, Katelyn Kwoka, Everett Eaton

**City Staff:** City Manager John Bohenko, Deputy City Manager Nancy Colbert Puff, Economic Development Program Manager Nancy Carmer

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The EDC held a retreat on October 29<sup>th</sup> from 1:30 PM to 4:30 PM in the Levenson Room of the Portsmouth Public Library. The retreat was facilitated by Larry McCullough of The Pinetree Institute and consisted of three areas of focus: 1) A visioning session of Portsmouth five years into the future 2) development of an actionable plan to move toward the vision and 3) development of an implementation plan.

After a group discussion of what significant developments have shaped Portsmouth over the past 5 years, members were divided into groups of 3-4 members to discuss and advance their collective vision of Portsmouth five years into the future in dioramic format. Following the breakout period, groups came together and shared their respective visions with the entire EDC, after which Mr. McCullough culled common themes for further deliberation. Mr. McCullough then asked the group to describe some the EDC's successes and what contributed to those successes from an organizational perspective.

In the second breakout session, new groups of 3-4 members worked to elaborate on the common themes and to identify potential future initiatives the EDC might take around these themes. Again, the group reconvened to share their ideas with the entire EDC.

In the third and final breakout session, new groups of 3-4 members developed actionable items for the EDC to implement in the future. Following this effort, the EDC prioritized actionable items to work on in the next five years including which items they are interested in advancing.

The prioritized actionable items include:

- Research – conduct research and share findings on topics critical to the future success of Portsmouth's businesses such as transportation/mobility (particularly as it relates to microtransit service as an option and parking management tool for workers, residents and visitors in Portsmouth), workforce housing needs, skills gap and talent recruitment, land use regulations (zoning, density), conference center development and other topics raised in the Business Retention and Expansion Report.
- Advocacy – work strategically to advocate and advance opportunities that strengthen local business and promote community balance. Areas of particular interest include advocating for workforce housing legislation and enabling legislation that supports the option for a local hotel room fee.
- Serve as a valuable resource for the City Council on key projects (i.e. McIntyre block redevelopment, Prescott Park, Pease Tradeport opportunities, etc.)

In discussing implementation of action items it was suggested that, in order to be most effective in carrying out these items the EDC could start by conducting a work session with the City Council. The retreat adjourned at 4:30 PM

**Upcoming Meetings:**

Nov. 8, 2019, 8:00 AM - Joint EDC/PTS meeting

Dec. 6, 2019, 7:30 AM - Next regular EDC meeting

Respectfully submitted,

Nancy Carmer

Economic Development Program Manager