



**MINUTES - FINAL**  
**ECONOMIC DEVELOPMENT COMMISSION**  
**WEDNESDAY, MAY 27, 2020**  
**REMOTE VIA MICROSOFT TEAMS**  
**4:00PM**

[LebanonNH.gov/Live](http://LebanonNH.gov/Live)

**1. CALL TO ORDER:**

- The May 27, 2020 Economic Development Commission Meeting was called to order at 4:05 PM
- Present on the Commission via. Microsoft Teams: Steve Whitman, Chairman; William Dunn, Vice Chairman; Assistant Mayor Clifton Below; Councilor Karen Liot-Hill; Chip Brown; Kevin Purcell; Dan Nash; David Newlove
- Staff Present: Shaun Mulholland, City Manager; David Brooks, Planning and Development Director; Tracy Hutchins, Executive Director of the Upper Valley Business Alliance.

**2. ACCEPTANCE OF MINUTES:**

- Motion was made by William Dunn to accept the minutes of April 22, 2020, Second by Karen Liot-Hill. Roll call vote William Dunn, Yes; Assistant Mayor Below, Yes; Kate Liot-Hill, Yes; Chip Brown, Yes; David Newlove, Yes; Kevin Purcell, Abstain; Dan Nash, Abstain; Steve Whitman, Yes.

**3. DISCUSSION ITEMS:**

- Discuss the number of employment vacancies at DHMC. Chip Brown stated that he has made a request to the HR Dept at DHMC for this information however he has not received a response.
- Review the RVCC Feasibility Study. The study was forwarded to the members of the commission this evening and will be discussed at the next meeting.
- Discuss the impacts of COVID-19 on the local economy and recovery strategies. City Manager Mulholland will work with Tracy Hutchins to send a joint letter to businesses advising them of the activities of the City relative to assisting businesses and asking business owners to contact the City/UVBA regarding what further assistance the City/UVBA may be able to provide to them.
- David Brooks gave a summary of the next steps in the further development of West Lebanon.

**4. FUTURE AGENDA ITEMS:**

**5. NEXT MEETING DATE:**

- Wednesday, June 24, 2020

**6. OTHER BUSINESS:**

## 7. ADJOURNMENT.

- Motion by Assistant Mayor Below to adjourn the meeting. Second by William Dunn. Roll call vote, unanimous vote to adjourn at 4:55 PM.

Due to the current situation with the COVID-19 Pandemic, the City of Lebanon is offering its meetings via Microsoft Teams. Members of the public are encouraged to attend by going to [LebanonNH.gov/Live](https://LebanonNH.gov/Live) where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the Microsoft Teams software or by phone. Please visit [LebanonNH.gov/Live](https://LebanonNH.gov/Live) for full details.

THE AGENDA, IN ITS ENTIRETY IS AVAILABLE ON THE CITY 'S WEBSITE AT [LEBANONNH.GOV](https://LebanonNH.gov)