

**MINUTES OF THE  
KEENE ECONOMIC DEVELOPMENT CORPORATION**

**(Type A)**

**WEDNESDAY, JUNE 17, 2020**

**PRESENT: Samantha Gillin, David Bass, Cody Thornton, Don Beeson, Sr.**

**CITY STAFF PRESENT: EDC Director- Molly Martin, City Secretary- Diane Helms,  
Asst to City Manager -Nathan Drambareanu**

**CALLED TO ORDER: Board President Gillin called the meeting to order at 8:00 a.m.**

**Invocation and Pledge of Allegiance- David Bass**

1. *President's Remarks - None*

2. *Citizens Comments – None*

3. *Approve Meeting Minutes for May 20, 2020.*

**President S. Gillin called for a motion. Member D. Bass moved to approve the minutes from May 20<sup>th</sup>, 2020, second by Member C. Thornton. Motion passed unanimously 3-0.**

4. *Review and approve Finance Statement for May 2020.*

**Finance Director Charles Williams presented the Economic Development Board (Type A) financial reports. He updated the board on the sales tax and expenses for May 2020.**

**President S. Gillin called for a motion. Member D. Beeson, Sr. moved to approve the finance statements for May 2020, seconded by Member D. Bass. Motion passed unanimously 3-0.**

5. *Discussion and possible action regarding an amendment to pull \$17,000 from the Type A reserves to put into the "Infrastructure & Development" budget line item to replenish funds that were used to repave the parking lot at Oliver Technologies in October 2019.*

**EDC Director Molly Martin presented the board with the Incode account detail report for the Infrastructure & Development line item. The repaving of the parking lot at Oliver Technologies was not budgeted but was approved by the board in 2019. Funds were not transferred to the account to cover the expenses from the previous EDC Director. This transfer is just to replenish the account from the reserves. We would still retain that \$5000 in that account for anything else we may need throughout this budget year.**

**President S. Gillin called for a motion. Member D. Bass moved to approve the amendment to pull \$17,000 from the Type A reserves to put into the "Infrastructure & Development" budget line item to replenish funds that were used to repave the parking lot at Oliver Technologies in October 2019, second by Member D. Beeson. Motion passed unanimously 3-0.**

6. *Discussion regarding open seat on the Type A Board.*

**Molly presented an application from citizen Carl Wright to fill the open seat on the Type A board. This application came in after the agenda was posted. The board directed Molly to schedule a special meeting on June 24<sup>th</sup>, 2020 at 8:00am to discuss the application and possibility to vote on filling the open seat.**

7. *Director's Update*

**Molly notified the board that the drainage ditch and culvert for Ulrich Barnes on Melissa Lane has been completed and looks great.**

**Molly reached out to Sigma-7 Manufacturing company out of Minneapolis, MN that burnt to the ground due to the riots in their city. Molly has attempted to reach out to them to let them know the City of Keene would be happy to welcome them into the city and could offer the company incentives to get them back on their feet.**

**Molly is working on advertising the vacant space in our strip centers, as well as commercial land along Hwy 67. She has also been promoting the Industrial Park.**

***Molly has been in contact with a couple commercial builders and working on setting up meetings with these builders to visit Keene.***

8. Request for future agenda items - **None**

9. Adjourn at 8:29 a.m.

A handwritten signature in blue ink that reads "Samantha Gillin". The signature is written in a cursive style and is positioned above a horizontal line.

Samantha Gillin, Board President

A handwritten signature in black ink that reads "Diane Helms". The signature is written in a cursive style and is positioned above a horizontal line.

Diane Helms, City Secretary