**Peterborough Economic Development Authority  
Meeting Minutes – January 25, 2021**

**Meeting Video Link:** [**https://youtu.be/PzO187OJJB4**](https://youtu.be/PzO187OJJB4)

**In attendance:**

James Kelly, Chair; Jeanne Dietsch, Bill Kennedy, Laura Gingras, Jerry Galus; Karen Hatcher, Community and Economic Development Coordinator; Nick Zotto, prospective EDA member

Absent: Andy Peterson, Jamie Conley, Megan Suokko

* Call to Order- James Kelly called the meeting to order at 11:03am.
* Addition of Agenda Items – Laura asked to add an update re: vaccines; Bill suggested adding an item re: scheduling a budget committee meeting; additional item re: nomination of Nick Zotto to EDA board also added.
* Approval of Minutes from November 16, 2020- Motion to approve: Jerry, second Bill. Unanimously approved.
* Marketing Committee Update – Bill reported that the committee met with DRUM Productions to revise their contract for the period January through June 2021. This will complete the FY2021 and use of funds from the original warrant article funding. New contract for this period will include SEO and website maintenance in addition to twice weekly social media posts.
* Review of Key Performance Indicator tracker – Karen reviewed the spreadsheet that the EDA will use to track KPI every quarter. A discussion about assignments took place. Karen will send out a reminder to EDA members to complete their assignments within the next couple of weeks.
* Community Meals To Go project – Karen reported to the group about this new project being coordinated out of the Community and Economic Development office to provide funds to restaurants to make meals for those in need. Details: <https://www.townofpeterborough.com/index.asp?SEC=C1661B51-AD34-48AC-A96F-C6547BBCF17E&Type=B_BASIC>
* Karen reported about the positive response to this project from the state’s Bureau of Economic Affairs office. Commissioner Taylor Caswell commented that “it should be a model for the state.” Jeanne commented that the pandemic and our ability to have regular contact with BEA has been a benefit to Peterborough, and that the state is finally seeing all of the good work going on here.

Other Business

* Laura reported that the Covid vaccine allocation for Monadnock Region is 940 doses per week, much lower than hoped. She indicated that vaccinations will take place at the Keene location and that it didn’t look promising for them to be given at MCH. James reported that signing up for an appointment was pretty easy to do. Karen added that she learned that as of this morning 188,000 people had already registered in NH for Phase 1B.
* Discussion about Nick Zotto’s joining the EDA took place. Laura made a motion to recommend Nick’s appointment to the EDA to the Select Board. James seconded the motion, all approved. Karen will communicate this to Ali Kreutz so that it is added to an upcoming Select Board meeting.

Next quarterly meeting of the EDA is Monday, April 26th at 11AM by Zoom.

Motion to adjourn at 11:56am.

Respectfully submitted,

Karen Hatcher  
Community and Economic Development Coordinator