



***TOWN OF
BROOKLINE, NEW HAMPSHIRE
SELECTBOARD***

**P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360**

Telephone (603) 673-8855, ext. 214

**Brookline Economic Development
Committee Charter**

Organization

The Brookline Economic Development Committee shall be appointed by the Selectboard for a term of three years and consists of five voting members and two ex-officio members. The ex-officio members shall be a representative from the Brookline Planning Board, and a representative from the Selectboard. One of the ex-officio members shall be chair.

The first year of appointments will start the staggering of terms with 2 one-year appointments, 2 two-year appointments, and 1 three-year appointment.

Individuals with particular areas of expertise may join the Committee at various points during the year, at the discretion of the Committee.

Any recommended expenditures, in pursuit of the committee's charter, shall be approved in advance by the Selectboard and may be in the form of an annual budget.

The Committee will have the option to appoint Sub-Committees in order to distribute and focus on specific tasks and reduce the workload of the members. Sub-Committees shall meet at least once a month during a Committee meeting.

All meetings will be posted, open to the public and have summary minutes recorded consistent with applicable RSAs.

Purpose & Mission

The purpose of the Economic Development Committee is to promote balanced, long-term economic development, which reflects and enhances the character of the community.

Goals

The Economic Development Committee will annually develop goals to meet the Purpose and Mission of the EDC. These goals will fit in the following categories:

1. Outreach to potential new businesses
2. Promote a walkable town center with opportunities for small businesses
3. Support current businesses in Brookline

4. Support current Home Businesses in Brookline

Projects

1. Outreach to potential new businesses
 - a. Update the website to provide demographic information about Brookline to potential new businesses
 - b. Maintain a list of available commercial/industrial lots and buildings
 - c. Seek out specific new businesses based on Master Plan Vision
2. Promote a walkable town center with opportunities for small businesses
 - a. Develop an overlay district for the Village center
 - b. Advise the Selectboard on parking for services and business
 - c. Develop projects to define the Village center
3. Support current businesses in Brookline
 - a. Develop list of businesses with current contact information
 - b. Create outreach materials for current businesses on tax incentives available
4. Support current Home Businesses in Brookline
 - a. Develop list of home businesses with current contact information
 - b. Survey for what Home Businesses need
5. Explore a plan for mixed use to promote small businesses
 - a. Research a mixed-use overlay district

Committee Operations

The committee shall continually:

- ◆ Keep the Selectboard and Planning Board updated on progress
 - Quarterly
- ◆ Ensure that optimal levels of expertise and community input are being included at each step of the committee's work

Reference Documents

- ◆ 2008 Brookline Route 13 and 130 Vision Plan
- ◆ 2010 Brookline Master Plan Survey
- ◆ Brookline Master Plan
- ◆ Brookline Zoning Ordinance

Committee Charter adoption on: August 21, 2023

Ed Arnold

Brendan Denehy

Steve Russo

Ed Perry

Brian Rater