

**MINUTES OF THE
ECONOMIC DEVELOPMENT COMMITTEE (EDC)
September 15, 2026**

The Economic Development Committee held its regularly scheduled meeting on Tuesday, September 15, 2026, at the Salem Town Hall, 33 Geremonty Drive, Salem, NH.

Committee Members Present: Rick Dobzelecki; Bianca Carlson; Emily Samatis; Bonnie Wright

Others Present: Crayton Brubaker, Assistant Town Planner; Steven Lee, NH Employment Security

The meeting was called to order at 5:31 pm.

1. Steven Lee, NH Employment Security - Discussion on Unemployment and Other NHES Programs

Mr. Lee, representing New Hampshire Employment Security (NHES), provided the committee with an overview of programs and resources available to New Hampshire employers and job seekers. He reviewed the NHES Job Match System, an online resource that allows employers and job seekers to connect. Anyone may use the system to search for employment opportunities, regardless of employment status, while individuals receiving unemployment benefits are required to register. He also discussed job fairs and recruitment events coordinated by NHES. Job fairs are held regularly throughout the state, and employers may also work with NHES offices to host smaller recruitment events. Mr. Lee noted an increased interest in providing more face-to-face recruitment opportunities.

Mr. Lee provided information about WorkInvestNH, which assists eligible NH employers with training costs for existing and newly hired workers. The program can cover 50% of eligible training expenses, with funding capped at approximately \$76,000 per company annually. Approximately \$2–\$3 million in grant funding is available statewide. The committee also received information about the federal Work Opportunity Tax Credit (WOTC) program administered by NHES. The program provides tax incentives to employers that hire individuals from certain qualifying groups, including veterans and individuals facing barriers to employment.

Mr. Lee highlighted the Data and Statistics section of the NHES website, which provides current information about New Hampshire's labor force and economy. He noted that NHES operates 12 offices statewide. He identified business outreach and awareness as an ongoing challenge for NHES and discussed the importance of connecting employers with the resources available to them.

Ms. Carlson suggested making NHES information and resources available through the Town website.

1 Following the presentation, the committee discussed the possibility of holding a future business
2 outreach event that would bring together NHES resources and Salem's existing economic
3 development programs. Potential topics could include WorkInvestNH, Economic Revitalization
4 Zones (ERZs), and the Commercial and Industrial Property Tax Exemption Program.

5
6 The committee discussed inviting larger Salem businesses to participate and potentially
7 partnering with the Greater Salem Chamber of Commerce. Mr. Dobzelecki suggested that
8 Analogic could be approached to discuss its experience relocating to Salem, while Mr. Brubaker
9 noted that a local business or the high school could potentially serve as an event location.

10
11 The committee discussed targeting spring 2027, potentially March or April, for the outreach
12 event.

13 14 **2. EDC Goals Memo Review**

15 The committee reviewed the EDC Goals Memo outlining the goals adopted by the committee at
16 its August meeting and discussed forwarding the memo to the Town Council.

17
18 Mr. Brubaker suggested that Mr. Dobzelecki, as Chair, email the memo to the Town Manager
19 with a request that it be forwarded to the Town Council. The message would also indicate that
20 the EDC would be available to discuss the goals further with the Council if desired.

21
22 **Motion by: Ms. Carlson**

23 **To approve the EDC Goals Memo letter and authorize the Chair to forward the memo to**
24 **the Town Manager for distribution to the Town Council.**

25 **Second: Mrs. Wright**

26 **Vote: 4-0-0**

27 **Motion Passes**

28 29 **3. Discussion on Future Outreach Programs - Commercial and Industrial Tax** 30 **Exemption Program**

31 The committee continued its discussion of future business outreach opportunities and agreed that
32 the Commercial and Industrial Property Tax Exemption Program should be incorporated into the
33 proposed spring outreach event discussed under Item 1.

34
35 Ms. Carlson noted that it would be helpful to review and highlight the recent changes to the
36 program as part of the presentation.

37
38 The committee agreed to include the program as a topic in its planning for the future outreach
39 event.

40 41 **4. Review of Minutes**

42 a. August 18, 2026 Draft Minutes

43
44 **Motion by Mrs. Samatis**

45 **To approve the August 18, 2026 meeting minutes as presented.**

1 **Second: Mrs. Wright**

2 **Vote: 3-0-1 with Ms. Carlson abstaining**

3 **Motion Passes**

4
5 **5. Other**

6 Mr. Dobzelecki briefly raised the recent ethics training for committee members. No further
7 discussion was held.

8
9 **6. Upcoming Meetings**

10 The next regular meeting of the Economic Development Committee will be held on Tuesday,
11 November 17, 2026, followed by January 19, 2027.

12
13 The committee will not meet in October or December.

14
15 **7. Adjourn**

16
17 **Motion by Ms. Carlon**

18 **To adjourn**

19 **Second: Mrs. Wright**

20 **Vote: 4-0-0**

21 **Motion Passes**

22
23 **ADJOURNMENT AT 6:22 PM**

24
25 Notes/minutes taken by: Emily Samatis