

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE

MONDAY, MAY 6, 1996

BUSINESS VISITATION PROGRAM (BVP)

MINUTES

Present: Bill Weibe, Dennis Plante, Members, Paul Skowron, Town Manager, Dennis Bean, Municipal Electric and John Simpson, Office of Business & Industrial Development and Robin McNally, Secretary

This meeting was held at 1st NH Bank at 10:15 AM to discuss the Business Visitation Program.

Sample questioners for the Business Visitation Program were distributed and reviewed.

Bill Weibe stated that a total of 18 people will be involved and due to the attendance at this meeting another meeting will need to be scheduled with John Simpson.

A meeting will be held on May 29th at 10:00 AM at 1st NH Bank to assign the businesses and distribute the list.

John Simpson addressed the group to review the purpose and process and postlude as follows:

The State started the Business Visitation in the spring of 1991. The state was not able to hire staff to visit business so it went to the communities directly to enlist support of local economic development groups and business people and have them visit the businesses themselves. The questioner is a confidential process but there is not a lot of guarded information asked. Questions are relative to how the business is doing and what type of help if any is needed; private, local, state or federal and in turn the state will try to get the help needed. 60% - 80 % of all jobs created are created by existing business. The EDC had developed questions to local issues to be added to the survey in relation to the internet, participation on the EDC or a subcommittee. John Simpson felt the question regarding the internet should be phrased differently.

The process is to enlist support of local community people who can talk to the businesses about their needs. The state will meet with the volunteers, review the process and provide additional support. The survey and cover letter are mailed out, one week later the volunteers call the businesses assigned to set up an appointment. The visits should take approximately one hour and the questioner should be completed. Volunteers are urged to make notes on the survey itself.

Wolfeboro EDC Minutes 5/6/96 Pg. 2

The survey is then returned to the EDC and in turn sent to Concord. This information is then sorted and the results are tabulated and a community report is generated.

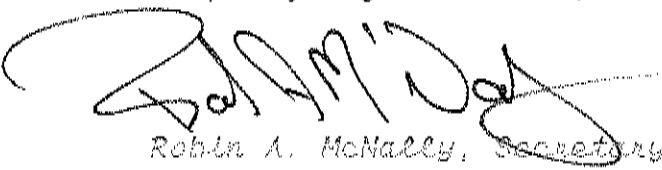
If a matter that is discussed is urgent, as a business in jeopardy this information should be forwarded to the EDC and then to John Simpson.

The questioner is directed towards manufacturing which does not exist in great numbers in Wolfeboro. John Simpson stated that a new program has been designed and the state will be able to design a questioner more suited for the service and retail industry, however there is a means of eliminating those questions that do not apply.

The group reviewed the questioner and made comments and suggestions to John Simpson.

This meeting was adjourned at 11:00 AM.

Respectfully Submitted,



Robin A. McNally, Secretary