

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE

Tuesday, November 11, 2008

MINUTES

Members Present: Frank Giebutowski, Acting Chairman, Gene Leone, Vice-Chairman, Kristi Ginter, Selectmen's Representative, Mike Cooper, Mary DeVries, Bob Reid, Dave Tower, Members.

Members Absent: Denise Roy-Palmer, Tony Triolo, Members.

Staff Present: Lee Ann Keathley, Secretary.

Acting Chairman Giebutowski opened the meeting at 8:02 AM.

Consideration of Minutes

October 14, 2008

It was moved by Dave Tower and seconded by Bob Reid to approve the October 14, 2008 Wolfeboro Economic Development Committee minutes as submitted. All members voted in favor. The motion passed.

Discussion Items

➤ **Status of budget request & scoring of proposals**

Frank Giebutowski stated the BOS reduced the figure for the market study to \$18,600. He questioned whether contributions could be accepted. He stated the Budget Committee is reviewing the budget on 12/1/08.

Bob Reid stated gifts could be accepted.

Mary DeVries stated as the Wolfeboro EDC, it would be wrong to do business with a company outside of NH.

The Committee discussed the budget process, encumbrance of funds, phasing of the project and approach to the Budget Committee. The Committee agreed that the proposal submitted for \$18,000 did not meet the requirements of the request for proposal.

Dave Tower stated the request for funds is a one-time request.

Gene Leone stated the study would determine whether an Economic Development Director is needed for the Town.

It was moved by Bob Reid and seconded by Kristi Ginter to include the bid prices for companies the EDC did not consider in the bid comparison. All members voted in favor. The motion passed.

The Committee reviewed the bids and the bidding process. The Committee compared Arnett Development Group, LLC and Mettee Planning Consultants and noted that need for reference checks prior to the 12/1/08 Budget Committee meeting.

It was moved by Kristi Ginter and seconded by Bob Reid to include the Bradford, VT model (Arnett Development Group, LLC) as part of the presentation to the Budget Committee.

The Committee requested the following information be provided to the Budget Committee; RFP & proposal summary, Problem Statement, EDC Chapter of the Master Plan (highlight specific areas), implementation matrix, bid comparison and cover letter. The Committee decided to speak to the Master Plan, Problem Statement, Bradford, VT model and bid comparisons.

➤ **Chamber of Commerce support letter request**

Kristi Ginter, Bob Reid and Gene Leone stated they are not in favor of supporting the letter regarding the burying of conduit for Project I of the Downtown Streets project and questioned the benefit of such.

Mary DeVries stated that at the BOS meeting on 11/5/08, Linda Murray asked Dave Ford to provide the costs for Project I area and Project II area of the Downtown Street Project. She stated Zach Tarter has spoken to some of the property owners on Lehner Street and noted the property owners want both the improvements and the wires to be buried. She stated the Chamber of Commerce has waited for many years to wait for the opportunity to bury the conduit in addition, the community has requested such.

Gene Leone questioned whether the property owners are aware of the cost for such.

Mary DeVries stated the Chamber of Commerce has not provided the cost to them.

Kristi Ginter expressed concern for the delay in the project, the economic climate and the potential of a warrant article not passing for the redesign and implementation of the improvements. She stated the improvements are a critical project and needs to be done.

Bob Reid stated the Master Plan does not speak to Lehner Street. He noted that to delay the project could kill the project. He expressed concern for the quality of water.

Dave Tower stated he supports the letter and noted the specific costs of the project are unknown. He stated Lehner Street is the future expansion of the Town; identified as part of the center core in the Our Town project. He stated the money for the burying of the conduit should have been included in the original design request.

Frank Giebutowski stated there are infrastructure issues that need to be fixed and does not believe that not burying the wires would stop development in that area.

Mary DeVries stated the BOS are reviewing the costs for Project II; Dave Ford has recommended postponing sidewalk improvements to the Project II area following a comprehensive design of the area.

It was moved by Bob Reid and seconded by Kristi Ginter to table the Chamber of Commerce letter of support. Kristi Ginter, Bob Reid, Frank Giebutowski voted in favor. Dave Tower, Mike Cooper, Mary DeVries, Gene Leone abstained.

It was moved by Kristi Ginter and seconded by Bob Reid to adjourn the November 11, 2008 Economic Development Committee meeting. All members voted in favor.

EDC meeting scheduled for Tuesday, December 9, 2008 @ 8 AM at the Offices of Leone, McDonnell & Roberts.

There being no further business before the Committee, the meeting adjourned at 9:01 AM.

Respectfully Submitted,

Lee Ann Keathley