

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE
REGULAR MEETING
Tuesday, May 13, 2008
MINUTES

Members Present: Gene Leone, Vice-Chairman, Kristi Ginter, Selectmen's Representative, Tony Triolo, Mike Cooper, Mary DeVries, Denise Roy-Palmer, Dave Tower, Frank Giebutowski, Members.

Guest Present: Bob Reid.

Staff Present: Lee Ann Keathley, Secretary.

Vice-Chairman Leone opened the meeting at 8:03 AM.

Consideration of Minutes
February 6, 2008

It was moved by Frank Giebutowski and seconded by Dave Tower to approve the February 6, 2008 Wolfeboro Economic Development Committee minutes as submitted. All members voted in favor. The motion passed.

Discussion Items

➤ **Election of Officers**

It was moved by Gene Leone and seconded by Tony Triolo to appoint Frank Giebutowski as Chairman to the Wolfeboro Economic Development Committee.

Discussion of the motion:

Frank Giebutowski stated he does not believe he should be the chairman because he does not have visibility in the Town, is new to the Town and is not involved in Town politics. He stated it is necessary for outside members of the Committee to recognize the Committee's mission.

Tony Triolo stated the comments made by Mr. Giebutowski are all the reasons he should be chairman.

Frank Giebutowski stated he is willing to do a lot of work and has the time for such and stated he would consider the position of Acting Chairman.

It was moved by Kristi Ginter to amend the above motion to appoint Frank Giebutowski as Acting Chairman to the Wolfeboro Economic Development Committee. All members voted in favor. The motion passed.

It was moved by Tony Triolo and seconded by Denise Roy-Palmer to appoint Gene Leone as Vice-Chairman to the Wolfeboro Economic Development Committee. All members voted in favor. The motion passed.

➤ **Economic Development**

Frank Giebutowski stated the Town is need of economic development and an Economic Development Director.

Mary DeVries stated a significant number of businesses have closed in the past year. She stated the Chamber of Commerce is in the process of compiling information and creating a spreadsheet related to such that includes the type of business and reason for closing.

Frank Giebutowski requested a copy of the document following its completion.

Kristi Ginter recommended review of other towns that are successful and compare the Town of Wolfeboro's process to the process of other towns.

Dave Tower stated the path is difficult to understand for a new person introduced to the system and not enough information is provided to go to the next step in the process.

Tony Triolo stated the Town's process is not user friendly; noting the Town of Meredith is user friendly.

Mary DeVries stated the Town of Meredith had cooperation from Town government and staff; key to their success. She noted the Town of Meredith continues to struggle with seasonality issues.

Frank Giebutowski stated a common set of beliefs is necessary to move forward. He stated that without jobs, the Town would become only a retirement community.

Bob Reid stated the Master Plan is a guide to develop businesses in Town.

➤ **Master Plan Implementation Matrix**

Frank Giebutowski reviewed the matrix and specific tasks assigned to the Committee.

Kristi Ginter recommended the Committee meet with the Planning Board.

Frank Giebutowski requested the Planning Board agenda be emailed to the Committee.

Staff stated she would provide such.

Following discussion of Ms. Ginter's recommendation, the Committee agreed that when the time is appropriate, the Committee would meet with the Planning Board to review and discuss their role in relation to the assigned tasks within the matrix that are interrelated with the Planning Board and Chamber of Commerce.

Bob Reid noted that in the absence of an Economic Development Director, Rob Houseman would be the contact person for individuals seeking guidance of the process and recommended inviting him and the Town Manager to a meeting.

It was moved by Kristi Ginter and seconded by Tony Triolo to invite Rob Houseman, Director of Planning & Development and David Owen, Town Manager to the June 10, 2008 Wolfeboro Economic Development Committee. All members voted in favor. The motion passed.

Mike Cooper stated the Committee should develop a strategic plan.

Kristi Ginter recommended review of the Master Plan initiatives with Mr. Houseman and Mr. Owen.

Referencing EB.13, Bob Reid stated a market study is essential; present such to the BOS to support the Committee's request for an Economic Development Director. He stated such should be the primary focus of the Committee.

Frank Giebutowski stated the need for EB.13 & EB.2 in order to achieve EB.1.

Mike Cooper recommended creating a problem statement; such being predicated on data / facts, then propose a solution (an Economic Development Director).

Denise Roy-Palmer encouraged the Committee to attend the Community & Consequences Seminar hosted by the Eastern Lakes Region Housing Coalition on 6/5/08, 6 PM @ Anderson Hall, Brewster Academy.

Bob Reid recommended the Committee create visibility.

Kristi Ginter stated the Committee needs community support to approve funding.

Following further discussion, the Committee developed the following tasks for the upcoming month;

- Invite Rob Houseman and David Owen to the 6/10/08 meeting
- Develop problem statement
- Retrieve current data from the Wolfeboro Area Chamber of Commerce

It was moved by Tony Triolo and seconded by Kristi Ginter to adjourn the May 13, 2008 Economic Development Committee meeting. All members voted in favor.

EDC meeting scheduled for Tuesday, June 10, 2008 @ 8 AM at the Offices of Leone, McDonnell & Roberts.

There being no further business before the Committee, the meeting adjourned at 9:02 AM.

Respectfully Submitted,

Lee Ann Keathley