

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE
Tuesday, September 30, 2008
MINUTES

Members Present: Frank Giebutowski, Acting Chairman, Gene Leone, Vice-Chairman, Kristi Ginter, Selectmen's Representative, Denise Roy-Palmer, Tony Triolo, Members.

Members Absent: Dave Tower, Mike Cooper, Mary DeVries, Bob Reid, Members.

Staff Present: Rob Houseman, Director of Planning & Development, Lee Ann Keathley, Secretary.

Acting Chairman Giebutowski opened the meeting at 8:03 AM.

Discussion Items

➤ **Bid Proposals for Economic Development Study**

Tony Triolo recommended the Committee focus on the three local (NH) bids.

Denise Roy-Palmer expressed concern regarding the proposal from Applied Economic Research and the timeline noted in the proposal; stating that Mr. Thibeault has not met a deadline for a project associated with WEDCO.

Referencing the Mettee Planning Consultants proposal, Kristi Ginter questioned his notation of previous work done on the Town's Master Plan.

Rob Houseman stated Jack Mettee consulted on both the 1996 & 2007 Master Plan and noted his role on the latter was limited due to budgetary constraints. He noted that it would be a disservice to the Committee and the Consultants / proposals to choose without participation in the interview process.

Frank Giebutowski reviewed the process; review and scoring of proposals, reference checks, interview candidates.

Rob Houseman recommended forwarding the figure of \$34,500 to the BOS to incorporate into the budget and recommended notation that such figure would be refined as the Committee moves forward in the process; maximum being \$34,500 and lowest being \$18,000.

It was moved by Denise Roy-Palmer and seconded by Gene Leone to submit a figure of \$34,500 or less, depending upon proposals from consultants, for fiscal year 2009 to the Board of Selectmen. All members voted in favor. The motion passed.

➤ **Bid Matrix**

Denise Roy-Palmer reviewed the bid matrix.

Following review and discussion of such, the following changes were recommended;

- Creation of a comment column
- Creation of an additional column that reflects a numeric system for ranking purposes

Denise Roy-Palmer stated she would revise the matrix to reflect the above changes and insert standard information into the matrix and redistribute to the Board by Friday, 10/3/08.

The Committee agreed to individually complete the matrix for review at the 10/14/08 EDC meeting. Following such, the information would be forwarded to Staff for consolidation.

New Business

➤ Electric Rates

Denise Roy-Palmer questioned the status of the electric rates.

Rob Houseman stated there would be a 69% increase in January and noted such would be slightly below PSNH and the Coop.

Frank Giebutowski questioned who the power is being bought from.

Rob Houseman replied Constellation.

Frank Giebutowski questioned the percentage of cost associated with the purchase price.

Rob Houseman replied 50/50.

➤ Chamber of Commerce

Frank Giebutowski stated the Chamber of Commerce is seeking support from the EDC regarding the burying of utility wires throughout the Downtown area.

Rob Houseman stated the Chamber of Commerce's proposal goes beyond the Main Street area. He stated the focus of the Master Plan and Staff and CIP's perspective includes improvements from Pickering Corner to Sewall Road and within the village core to include Railroad Avenue, Central Avenue and Dockside. He stated the Chamber of Commerce's proposal includes the Library to Sewall Road and Glendon Street, Lehner Street and School Street. He stated the TOCAG proposal that includes an alternate location for Town Hall at the MED site has the potential to grow the depth of the village core. He stated the cost for the conduit alone is estimated at one million dollars.

It was moved by Kristi Ginter and seconded by Gene Leone to adjourn the September 30, 2008 Economic Development Committee meeting. All members voted in favor.

EDC meeting scheduled for Tuesday, October 14, 2008 @ 8 AM at the Offices of Leone, McDonnell & Roberts.

There being no further business before the Committee, the meeting adjourned at 8:53 AM.

Respectfully Submitted,

Lee Ann Keathley