

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE

January 11, 2011

MINUTES

Members Present: Frank Giebutowski, Acting Chairman, Gene Leone, Vice-Chairman, Linda Murray, Selectman's Representative, Mike Cooper, Mary DeVries, Denise Roy-Palmer, Members.

Members Absent: Tony Triolo, Dave Tower, Members.

Guest Present: Bob Ness.

Staff Present: Lee Ann Keathley, Secretary.

Acting Chairman Giebutowski opened the meeting at 8:06 AM.

Consideration of Minutes

December 14, 2010

It was moved by Linda Murray and seconded by Mary DeVries to approve the December 14, 2010 Economic Development Committee minutes as submitted. All members voted in favor. The motion passed.

Discussion Items

- **Focus Groups relative to Business Visitation Program (BVP) & Subcommittee assignments for upcoming tasks associated with the BVP**

The Committee discussed the goals and assignments relative to such and agreed the intent of the BVP is to identify ways to bring new business to Town and maintain and grow existing businesses. The Committee agreed to develop a questionnaire, gather data and then engage in focus groups.

Goals

- Implement Visitation Business Program/develop focus groups
- Publicity/advertising
- Department of Tourism
- WIFI
- Higher education component

Tasks / Assignments

- Develop questionnaire; Gene Leone, Dave Tower, Diane Levin
- Collect information relative to WIFI; Denise Roy-Palmer
- Education component; Mike Cooper, Linda Murray
- Inventory vacant commercial space; Denise Roy-Palmer, Tony Triolo
- Information re: "showcase" in Laconia (open house of available rental space in the town); Mary DeVries
- Investigate additional divisions at the State that would aid the Committee in their efforts; Denise Roy-Palmer

New Business

➤ **Certificate of Appreciation**

Denise Roy-Palmer, as a representative from WEDCO, presented a Certificate of Appreciation to Gene Leone, Leone, McDonnell & Roberts for recognition of the agency's support and contribution in 2010.

➤ **Policy re: attendance of members**

Linda Murray recommended the Committee set criteria relative to attendance of members.

Frank Giebutowski stated he received a letter of resignation from Bob Reid and requested Ms. Murray provide a draft policy/procedure relative to such.

It was moved by Mike Cooper and seconded by Mary DeVries to adjourn the January 11, 2011 EDC meeting. All members voted in favor.

There being no further business before the Committee, the meeting adjourned at 8:59 AM.

Respectfully Submitted,

Lee Ann Keathley

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