

# WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE

May 10, 2011

## MINUTES

**Members Present:** Frank Giebutowski, Acting Chairman, Linda Murray, Selectman's Representative, Tony Triolo, Mike Cooper, Mary DeVries, Denise Roy-Palmer, Paul O'Brien, Bob Ness, Charles Wibel, Members.

**Member Absent:** Dave Bowers, Selectman's Representative.

**Staff Present:** Dave Owen, Town Manager, Lee Ann Keathley, Secretary.

*Acting Chairman Giebutowski opened the meeting at 8:00 AM.*

### **Consideration of Minutes**

**April 12, 2011**

**It was moved by Frank Giebutowski and seconded by Bob Ness to approve the April 12, 2011 Economic Development Committee minutes as submitted. All members voted in favor. The motion passed.**

### **Discussion Items**

➤ **Findings from meeting with EDC members & Staff**

Paul O'Brien reviewed the findings of the meetings with individual EDC members and staff; noting an open invitation to all meetings has been extended to Rob Houseman and the Chamber of Commerce EDC.

➤ **Master Plan Implementation Matrix**

Paul O'Brien requested the Committee read the Economic Base Chapter of the Master Plan; noting the Committee is charged with the implementation of the goals and objectives of the Master Plan (and referenced the Master Plan Implementation Matrix).

➤ **Mission & Vision Statements**

He stated the Mission Statements were collected from members and from the compilation of such proposed two Mission Statements for the Committee to review and adopt. He reviewed his memo, dated 5/10/11.

Referencing the Vision Statement, Mike Cooper questioned if the Committee is doing anything different than what is noted in the Master Plan Vision Statement.

Paul O'Brien replied no.

Mike Cooper stated the Committee should not deviate from the Master Plan Vision Statement and recommended the Committee focus on the Mission Statement.

**It was moved by Bob Ness and seconded by Tony Triolo to follow the Master Plan Vision Statement. All members voted in favor. The motion passed.**

*Meeting scheduled for 5/23, 5 PM at the Wolfeboro Inn Library to discuss and vote on the EDC Mission Statement.*

➤ **Review of tasks and assignments**

**Open House of Commercial Properties for Rent or Purchase**

No report.

**WIFI**

Bob Ness stated the pitch made for the federal grant was that the west side of the State does not have broadband access as the east side of the State. He noted there is no link between Rochester and Conway and that the Information Advisory Committee is speaking to two major providers of the area regarding growth and development.

**Granite State College (Higher education component)**

Frank Giebutowski stated he is meeting with the larger employers (WACC, Huggins Hospital, GI Plastek) in the Town to review educational possibilities. He stated Jack Robertson, SAU 49 Superintendant, is supportive of the initiative.

**Focus Groups**

Frank Giebutowski stated Diane Levin, Chamber of Commerce EDC, and Dave Tower were previously appointed to develop the focus groups. He stated it was the recommendation of the Committee to engage in focus groups rather than the Business Visitation Program as outlined by the State. He stated the intent was to identify the baseline of where the Town stands and improve employment opportunities and year round residency.

Charles Wibel volunteered to be on the Focus Group Committee.

Linda Murray stated the Planning Board expanded the Commercial Business District.

Paul O'Brien questioned the focus of the Committee.

Tony Triolo stated the Committee should focus on one project such as burying the wires in Downtown. He stated the hiring of an Economic Development Director (EDD) is stated as a goal of the Master Plan but is not supported.

Paul O'Brien noted a lack of funding associated with the position however; the objectives in the Master Plan remain valid regardless of the funding issue.

Linda Murray stated that (no funding for the EDD) is the reason why the BOS established Rob Houseman as the Director of Planning and Development. She stated Dave Owen was also hired because of his economic development background and the BOS felt the responsibilities would be spread out between them.

Dave Owen stated the duties were assigned internally.

Charles Wibel recommended sending a survey requesting the type of retail that is desired that doesn't currently exist; noting such should be done annually. He stated a design ordinance needs to be in place to make the Town viable. He expressed concern regarding the amount of nonretail business in the Downtown area and recommended such be reviewed.

Frank Giebutowski stated the Planning Board had proposed zoning changes last year that restricted first floor use to no more than 25% of the floor area of a building at street level for office space. He stated the EDC was against imposing the restriction without a full understanding of the potential consequences could lead to more business disruption than intended.

Mary DeVries expressed concern regarding the survey; questioning how to reach the 12,000+ tourists.

The Committee discussed the issue of accommodations.

Mike Cooper stated accommodations cannot be addressed in isolation; noting large businesses are attracted by tax incentives. He stated until such is addressed the Town will not attract large businesses and recommended looking at other areas to make people want to come.

➤ **Tasks / Assignments**

- Accommodations Committee; Paul O'Brien, Tony Triolo, Charles Wibel, Linda Murray. To review vacancy rates, policies re: minimum night stay, survey of accommodations within driving distance to Wolfeboro, estimated flow of people for Brewster Academy and Huggins Hospital.
- Paul O'Brien & Denise Roy-Palmer to schedule a meeting with DRED

➤ **Town Manager Report**

No report.

➤ **Other Business**

Linda Murray stated the BOS will be reviewing their role and goals as noted in the Master Plan Implementation Matrix.

Denise Roy-Palmer informed the Committee of the Route 28 Corridor Study Stakeholders meeting scheduled for 5/24/11 at the Crescent Lake School.

**It was moved by Linda Murray and seconded by Bob Ness to adjourn the May 10, 2011 EDC meeting. All members voted in favor.**

*EDC meeting scheduled for Tuesday, June 14, 2011 @ 8 AM at the Wolfeboro Inn Library.*

*There being no further business before the Committee, the meeting adjourned at 9:03 AM.*

Respectfully Submitted,

*Lee Ann Keathley*  
Lee Ann Keathley