

## WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE

February 12, 2013

### MINUTES

**Members Present:** Denise Roy-Palmer, Co-Chairperson, Charles Wibel, Co-Chairperson, Linda Murray, Selectmen's Alternate, Tony Triolo, Frank Giebutowski, Bob Ness, Members.

**Members Absent:** Dave Bowers, Selectmen's Representative, Zach Tarter, Mary DeVries, Mike Connolly, Paul O'Brien, Members.

**Staff Present:** Dave Owen, Town Manager, Rob Houseman, Director of Planning & Development, Lee Ann Keathley, Secretary.

*Denise Roy-Palmer opened the meeting at 7:34 AM at the Huggins Hospital Board Room.*

### **Consideration of Minutes**

**January 8, 2013**

*The Committee tabled consideration of minutes.*

### **Discussion Items**

#### ➤ **Town of Bow Website**

Rob Houseman reviewed such and stated the Town of Bow hired CRDC to build a portion of the website and CRDC then hired two additional firms for assistance (Wadley Donovan Gutshaw Consulting and Nielsen Group). He stated the cost was less than \$1,000 to develop the site. He stated a hot link button to the Nneren website (to view available commercial properties) could be added to the Town's website. He stated CRDC has statewide capacity to do the work and that work is then provided to Virtual Town Hall. He stated Staff is not capable of providing demographic projections.

Linda Murray questioned the population of Bow and noted David Booth updated the Population Chapter of the Master Plan in June 2011 to reflect the 2010 Census data.

Rob Houseman replied 7,900. He stated the Planning Board has a revised draft of the Population Chapter update for consideration; noting the narrative has been updated to reflect a downward swing in growth.

Linda Murray recommended the information be added to the Economic Development webpage.

Charles Wibel requested Staff to seek a cost estimate/proposal for services and place a static map of the State, Town of Wolfeboro and ERZ on the webpage. He questioned the direction of the EDC.

Denise Roy-Palmer stated three objectives of the EDC were adopted when the Committee adopted the Mission Statement in 2011 and reviewed such.

Referencing the 5/10/11 EDC minutes, Linda Murray stated such reflects a vote by the Committee to follow the Master Plan Vision Statement.

Dave Owen stated Virtual Town Hall is waiting for the EDC to provide information to place on the webpage.

Rob Houseman stated all the data provided on the webpage should be sourced.

Frank Giebutowski stated the credibility of the data is critical.

**It was moved by Frank Giebutowski and seconded by Tony Triolo to request a cost estimate for services from Nielson Group, a site selection professional. All members voted in favor. The motion passed.**

Linda Murray requested the EDC review their budget at the next meeting.

Rob Houseman reviewed the homepage of the Town of Bow's website and noted the homepage has buttons along the top of the page stating "About the Town", "Town Departments", "Boards & Committees" and "Economic Development". He noted the Town's website does not provide such.

*The Committee agreed to place a button at the top of the homepage for the Economic Development webpage.*

➤ **Ideas for Future Economic Growth**

Charles Wibel asked what the Town and the EDC wants to do with regard to economic sustainability.

Tony Triolo stated the main focus should be to get the ED webpage done and the rest will be market driven.

Rob Houseman stated Wolfeboro is the third largest employment center as a percentage for driving into Wolfeboro. He stated it is important to realize the Town of Wolfeboro is an arts and entertainment center, education center and health center. He stated business retention is a key component the EDC can work on.

Linda Murray stated small business entrepreneur fits into who we are.

**New Business**

➤ **GI Plastek**

Rob Houseman stated GI Plastek is coming before the Planning Board this evening for Site Plan approval for two additions; one addition being 26,000SF in size and the other being 12,900 SF in size. He stated GI Plastek will then have the ability to expand up to 20 staff.

Dave Owen stated GI Plastek is going to engage in the ERZ tax credit program.

➤ **Electric Building, Lehner Street**

Frank Giebutowski questioned the future intent of the electric building on Lehner Street.

Dave Owen replied possibly a community center.

Frank Giebutowski questioned whether the intent is to keep the building for Town use.

Linda Murray replied yes.

➤ **March Meeting Date**

Denise Roy-Palmer stated the next regularly scheduled meeting falls on voting day and recommended the date of the meeting be rescheduled for Tuesday, March 19<sup>th</sup>.

**It was moved by Bob Ness and seconded by Tony Triolo to reschedule the EDC meeting from 3/12/13 to 3/19/13. All members voted in favor. The motion passed.**

The Committee discussed the 7:30 AM start time and agreed to change the time to 8:00 AM for all future meetings unless otherwise noted.

**Town Manager/BOS Report**

Dave Owen stated other areas within the Town such as Lehner Street, Pine Hill Road and Center Street could benefit from an ERZ designation.

Linda Murray encouraged citizens to vote on 3/12/13.

**It was moved by Tony Triolo and seconded by Bob Ness to adjourn the February 12, 2013 EDC meeting. All members voted in favor.**

*There being no further business before the Board, the meeting adjourned at 8:34 AM.*

Respectfully Submitted,

*Lee Ann Keathley*

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