

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE

May 14, 2013

MINUTES

Members Present: Zach Tarter, Chairman, Denise Roy-Palmer, Vice-Chairman, Linda Murray, Selectmen's Alternate, Mike Connolly, Mary DeVries, Alan Harding, Charles Wibel, Cindy Patten, Members.

Member Absent: Dave Bowers, Selectmen's Representative, Bob Ness, Member.

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

Staff Absent: Dave Owen, Town Manager.

Zach Tarter opened the meeting at 8 AM at the Huggins Hospital Board Room.

Consideration of Minutes

April 9, 2013

It was moved by Charles Wibel and seconded by Linda Murray to approve the April 9, 2013 Economic Development Committee minutes as submitted. All members voted in favor. The motion passed.

Old Business

➤ Economic Revitalization Zone

Zach Tarter stated Paul Zimmerman has requested the Committee to consider changing the boundary of the proposed ERZ for Center, Lehner and Pine Streets.

Paul Zimmerman stated very few properties on Lehner Street and Center Street qualify for the ERZ. He stated there is a vacant lot on the corner of Pine Street which would be appropriate to develop and expand. He stated Carl Shannon's property on Pine Street would also be a natural selection for revitalization and it would make sense for continuity purposes to extend the ERZ to the end of the commercial zone on Pine Street (one house beyond Mr. Shannon's property). He stated there is no need to include Clarke Plaza.

Linda Murray asked if the Crawford property is residential.

Rob Houseman replied yes.

Paul Zimmerman stated the expansion of the boundaries fits the objectives and goals of the ERZ and qualifies and conforms to the standards. He reviewed the boundaries of his proposal.

Rob Houseman questioned the total acreage.

Paul Zimmerman replied 2 to 2.5 acres.

Alan Harding asked Mr. Zimmerman if he has any suggestions for Lehner Street.

Paul Zimmerman replied no and noted the DuCo properties are the only properties underutilized on Lehner Street.

Rob Houseman informed Mr. Zimmerman that Wolfeboro Oil may be relocating. He questioned the status of the Pine Street water line project.

Linda Murray stated the project is in the development stage.

Rob Houseman stated that if it is the desire of the Committee to include fragments of land in the ERZ then he would have to conduct technical research regarding such; noting Mr. Zimmerman's proposal cuts off access to Clarke Plaza and the house on Pine Street and he is not aware if a lot can be fragmented. He stated it has been suggested that a CVS or Walgreens is looking at Wolfeboro and noted a corner lot is needed for the development of such.

Zach Tarter cautioned the Committee with regard to predetermining the use of a property.

Cindy Patten stated the Town runs the risk of a business folding and another large store remains vacant. She stated the Planning Board determines the type of business that will be placed and feels the Committee is only providing opportunity for business.

Denise Roy-Palmer stated the current ERZ boundary has been approved by the Committee.

It was moved by Zach Tarter and seconded by Mary DeVries to approve Paul Zimmerman's proposal to expand the ERZ district boundary if it is determined by Staff that the land can be fragmented and Mr. Zimmerman's proposal proves to be valid.

Discussion of the motion:

Linda Murray recommended the Committee wait until Staff determines the validity of the proposal.

Rob Houseman reviewed the topography of the land within the proposed expansion (specifically the upper lot) and noted that on the ground the parcel may not have value for development.

Charles Wibel asked if the Committee could recommend expansion of the ERZ in the future.

Rob Houseman replied yes, and noted the Committee would request the BOS to amend the ERZ boundaries and map.

Upon the motion moved by Zach Tarter and seconded by Mary DeVries to approve Paul Zimmerman's proposal to expand the ERZ district boundary if it is determined by Staff that the land can be parced and Mr. Zimmerman's proposal proves to be valid. Zach Tarter, Mary DeVries voted in favor. Denise Roy-Palmer, Cindy Patten, Alan Harding, Charles Wibel opposed. Mike Connolly abstained. The motion failed.

It was moved by Linda Murray and seconded by Zach Tarter to allow Staff to present findings relative to the ability to fragment parcels for inclusion in the proposed expansion of the ERZ at the 6/11/13 EDC meeting. All members voted in favor. The motion passed.

➤ **EDC Webpage Content**

Rob Houseman presented the draft labor shed drive map for the Town of Wolfeboro and noted LRPC is assisting him.

Alan Harding questioned the purpose of the map.

Rob Houseman stated the map is a recommendation from site selection professionals. He stated the EDC requested several aspects from the Town of Bow Economic Development webpage be duplicated.

Alan Harding asked if there is way to measure the success of Bow website.

Charles Wibel stated members of the EDC attended a seminar that noted visual maps are beneficial to the online presentation of the community.

Rob Houseman reviewed the demographic profile and noted the data is pulled from the Census.

Zach Tarter noted the objective of the EDC is job growth and tax base diversification.

Linda Murray requested Staff to forward the document to the Committee for further review.

Rob Houseman stated he needs to refine the data set with either the Committee or subcommittee.

Denise Roy-Palmer requested Mr. Houseman to recommend the data to be included and excluded.

Zach Tarter asked if the data would need to be monitored and updated.

Rob Houseman stated the data is static and would need to be retrieved upon completion of an update. He also stated the site would be linked to Nneren's commercial properties and noted a beta site would be up and running within one month.

Denise Roy-Palmer, Linda Murray and Charles Wibel volunteered to review the demographic profile document with Staff.

➤ **Focus Group Update Meeting**

Charles Wibel stated the subcommittee for the Focus Group Update Meeting met and recommends the meeting be scheduled for the fall. He stated the Committee would update the BOS and place an article in the newspaper at this time. He stated he would distribute the article to the Committee once completed. He stated a Customer Service seminar is being sponsored by SCORE for Town employees, date to be determined.

Rob Houseman stated he spoke with the Town Manager regarding the seminar and noted such will be scheduled through Primex, the Town's insurance company, for all Town departments and staff.

➤ **EDC Members**

Linda Murray stated Kathy Eaton is interested in becoming a member of the EDC.

Denise Roy-Palmer stated she will be speaking to John Pernokas.

Discussion Item

➤ **NHES Community Profile Worksheet**

The Committee reviewed such and recommended the following changes;

- Other Recreation, Attractions, or Events; remove Hampshire Pewter
- Other Recreation, Attractions, or Events; add NH Boat Museum
- Revise Huggins Hospital employee # (to be provided by Mike Connolly)

The Committee agreed to further review the document independently and provided recommended changes to Denise Roy-Palmer.

Town Manager/BOS Report

Linda Murray stated the Building Department public forum was very informative and is available on the Town's website. She stated the BOS developed their 2013 goals which include working with the Chamber of Commerce and the EDC to promote the Town of Wolfeboro as a four season destination community and supporting the upgrade to the Downtown Business District and Downtown improvements.

It was moved by Charles Wibel and seconded by Denise Roy-Palmer to adjourn the May 14, 2013 EDC meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 9:00 AM.

Respectfully Submitted,

Lee Ann Keathley

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