

WOLFEBORO ECONOMIC DEVELOPMENT COMMITTEE
May 20, 2014
MINUTES

Members Present: Denise Roy Palmer Vice Chairman, Dave Bowers-Selectmen's Representative, Alan Harding, Mary DeVries, Kathy Eaton, Cindy Patten, and Mike Roush.

Members Absent: Michael Connelly, Linda Murray-Selectmen's Representative Alternate, Zack Tarter.

Staff Present: Dave Owen Town Manager, Rob Houseman Director of Planning & Development

Vice Chairman Denise Roy Palmer opened the meeting at 8:01 AM at the Wolfeboro Public Library Meeting Room. It was noted that we do not have a recording secretary for this meeting, so notes will be taken and fashioned into minutes as well as possible.

Approval of Minutes

April 8, 2014 Meeting

It was moved to accept the minutes as written by Kathy Eaton, with Alan Harding seconding the motion. Upon a vote, all approved and the motion was passed.

Re-organization of the Committee

Vice-Chairman Denise Roy Palmer asked if there were any nomination for chairman of the Committee. Dave Bowers asked Kathy Eaton if she would accept the chairmanship of Committee, and she responded in the affirmative. Whereupon Dave Bowers moved, with Alan Harding seconding, to appoint Kathy Eaton as Chair of the EDC. Upon a vote with all voting aye, the motion passed and Kathy Eaton was elected Chairman of the Economic Development Committee for the coming year.

Kathy Eaton assumed the role of Committee chair and called for nominations for Vice-Chairman of the EDC. Dave Bowers nominated Denise Roy-Palmer to continue as Vice-Chair of the group, and she indicated her willingness to do so. Alan Harding seconded the nomination, after which a unanimous vote ensued and Denise Roy-Palmer was elected to another term as Vice-Chairman of the EDC.

Old Business

a. **Master Plan Implementation Matrix**

Chairman Kathy Eaton opened discussion about the Master Plan goals that had been assigned to the EDC for primary or secondary responsibility. There ensued extensive discuss about the various goals. Some changes have already been received. It was reported that the Chamber is reviewing them as well. Of note, in E.B. 1, which called for the creation of an Economic Development Director, the Committee opined that this recommendation should be reviewed annually to determine whether the existing staff support is sufficient and working well. Concerning G.D 10, which has to do with parking downtown, there was some feeling that the 2-hour parking limits downtown need to be re-examined, and possibly increased to 3 hours. Chamber Director Mary DeVries said that the 2-hour limit was instituted by the Town at the request of the Chamber, so she will talk to the Chamber's members about whether they want to change the time limit for downtown parking. Concerning T. 34, which calls for increased access to downtown by boat, the Committee felt that the handicapped dock space dedicated for

disabled persons needs to be shrunk down to just one boat space, rather than taking up one whole side of one dock.

After lengthy discussion on goals up to G.D. 8, Chairman Eaton intervened by suggesting that we go to the remaining agenda items, and return to the Master Plan goals at the Committee's next meeting.

b. Business Retention & Expansion Program Participation

There was a brief discussion about the desirability of participating in the Business Retention & Expansion Program of the NH Cooperative Extension Service. It was generally agreed that it is a great opportunity for Wolfeboro, but we would need \$1,500 to cover the costs of our participation. Dave Owen stated that these funds could be incorporated into next year's EDC budget. Timing was discussed and it was suggested the interviewing phase take place in January and February, so we would have to start Phase 1 this Fall. Kathy Eaton requested that this subject be put on the agenda for the next EDC meeting for a decision to be made. If approved, it will require a Memorandum of Understanding.

New Business:

a. Marketing Committee update.

Kathy Eaton and Mary DeVries reported that Wolfeboro's advertisement appeared in Yankee Magazine's Live Free and Play New Hampshire section, and that we chose to sign up for an optional feature called Yankee clips which has generated 357 requests for more information about Wolfeboro to the Chamber of Commerce. The information and costs involved were discussed. It was also reported that the Town's billboard sign has been repaired and that the Town's advertisement in the Hippo's Summer Guide will be out this weekend.

b. Governor's Conference on Tourism.

Kathy Eaton said she attended this event, and that there are matching grants available through the Department of Tourism in 4 rounds for both printed materials and websites. She request that this topic be put on the next EDC meeting agenda for further discussion.

Other Business:

Kathy Eaton asked that the time and length of meetings be put on the next EDC meeting agenda for discussion. She also stated that she will work on an annual game plan for the Committee based on the meeting minutes of the meetings during the past year. Another agenda item is the Status of Focus Group Presentation. Alan Harding suggested that EDC members be provided with business cards so that they can better represent the Town. There was also some discussion about the current ongoing controversy about the Police Commission.

Adjournment:

Dave Bowers moved to adjourn the meeting, with Cindy Patten seconding. The motion was approved unanimously and the meeting was adjourned at 9:15 AM.

Respectfully Submitted,

David W. Owen, Acting Recording Secretary

Wolfeboro Economic Development Committee
January 14, 2014