

**Economic Development Committee
Meeting Minutes
Draft-September 19, 2017**

Members or alternates present: Chairman Kathy Eaton, Mary DeVries, Cindy Patten, BOS liaison alternate Linda Murray and Dave Bowers, Steve Durgin, Jim O'Donnell, Alan Harding, Bill Petersen, and Peter Cooke.

Members or alternates absent: Dr. Craig Gemmell, Lisa Lutts, Mike Roush and Denise Roy-Palmer.

Staff present: Town Manager David Owen, Director of Planning and Development Matt Sullivan and Recording Secretary Amelia Capone-Muccio

Guests: N/A

1. **Call to order:** Chairman Eaton called the meeting to order at 8:01 AM. Noted a quorum was present. She appointed alternates to sit for absent members.
2. **Consideration of Minutes: 8/15/17**

It was moved by Mary DeVries and seconded by Linda Murray to approve the minutes of August 15, 2017 as submitted. Alan Harding, Bill Petersen and Peter Cooke abstained, all others in favor, the motion passed.

Chairman Eaton noted the May 16th meeting minutes were tabled to update the comments made by Steve Durgin. Chairman Eaton noted that she will put that on next month's agenda to approve.

3. Review Mission Statement of EDC

M Sullivan provide examples of other communities' Mission Statements for review and discussion. He noted that many of the surrounding towns did not seem to have one so he choose some examples of communities that had some good language applicable to Wolfeboro. He noted that the current Mission Statement is a strong one and he doesn't see the need for a lot of revision.

The Committee reviewed and discussed the example statements.

S Durgin feels that Wolfeboro has a lot of high tax paying residents, that don't use the services. He feels it should reflect the diversity of the town.

D Bowers agreed and noted that overall the community is a retirement community.

A Harding stated that the infrastructure is what attracts or detracts business, such as the need to extend the water/sewer line out on Center Street.

D Owen agreed, the town lost a major business project on Center Street due to the lack of availability of town water.

L Murray feels that there is a need to make it a four season destination as well as attract young families to the community.

P Cooke noted that overall he likes the Mission Statement, he likes the reference to the masterplan in the Windham example.

B Petersen noted there needs to be a balance of bringing people in to spend overnights here and to limit day trips.

M Sullivan noted the masterplan process is underway with a RFP having been issued out and 13 proposals have been received. The interviews are scheduled for October. He noted that once they review the proposals, they will know what kind of plan they will receive and how many hours will be spent on it.

Chairman Eaton noted that they need to recognize that tourism is the major industry with seasonal residents. She stated they will need to discuss how to attract young families to the workforce and noted that the term "micropolis" has been used in the past.

L Murray suggested a subcommittee to revise the Mission Statement.

The Committee determined that M DeVries, B Petersen, K Eaton would work with M Sullivan on updating a draft Mission Statement.

J O'Connell noted that he feels they should remove the term "barriers" in the first part of the statement.

Chairman Eaton disagreed, that there are some barriers such as the 50 room limit for hotels/motels.

B Petersen agreed and noted that you need 100 rooms to be economically viable. He also referred to recent discussions at the school level on enrollment that is trending down and that Carpenter school isn't viable 10 years out. He stated that a goal should be stable school enrollment.

4. 2018 EDC Budget

D Owen noted that line 311 refers to consultants and has not been used and suggested reducing it to zero. He also noted he will check on line 560 for expenditures to date.

Chairman Eaton suggested checking to see if the membership to LRTA is duplicated through the Parks and Recreation Department.

L Murray noted that the Fisherville Committee currently only has two members.

*P Cooke excused at 9:01 AM.

5. ERZ Renewal Certification

D Owen noted that the State reviewed the renewal of the Wolfeboro Business Park and approved the ERZ recertification.

*M DeVries excused at 9:03 AM.

6. EDC /BR& E Committees

Chairman Eaton noted the Group Advertising Committee has raised about half of the funds needed and noted that she and Mary DeVries met with Cindy Melasnon with regards to the Chamber of Commerce already having a group advertising committee and causing some confusion among the businesses.

L Murray feels strongly that a special events are something that needs more support and members, but the question is does the EDC run the events committee?

D Bowers stated he feels that there is something beneficial to paying someone to run events and the results of what you get.

7. Other Business

L Murray provided a brief update on the likely increase in Water rates. The hydrant fees were reduced by the Budget Committee last year that helped support the fire protection program. So at this point there will be a rate increase in 2018 at 3-6%.

C Patten questioned the pilot program at the RIB site and ability for expansion?

D Owen noted that there has not been a significant increase in the water rates in many years so this increase is necessary. He explained a pilot program was implemented and if it works a full system will be developed along with the spray fields and two RBI basins, which should all meet the town's needs for future years.

L Murray also briefed the Committee on the Board of Selectmen starting the Town Manager search process earlier to allow time before the finance Director retires in June of 2018. She also noted a brief update on the Dock upgrades and that Board of Selectmen will begin discussing that project and the repairs needed before any upgrades are made.

8. Town Manager's Report

Mr. Owen reported the following:

- Center Street construction will start September 5th in the area of TD Bank North
- Foss Field Pavilion construction is underway
- The expansion of the boat ramp at the Town Docks and sewer line repairs at the town docks will start next month.

Being no further business before the Committee, Chairman Eaton asked for a motion to adjourn.

It was moved by D Bowers and seconded by L Murray to adjourn.

The meeting adjourned at 9:31 AM.

Respectfully submitted,
Amelia Capone Muccio