**Economic Development Committee**

**Meeting Minutes**

**DRAFT- December 18, 2018**

**Members or alternates present:** Jim O’Donnell, BOS liaison alternate Linda Murray, Alan Harding, Kathy Tetreault, Steve Durgan, Mary DeVries, Bill Petersen, Denise Roy-Palmer, Kathy Eaton and Peter Cooke.

**Members or alternates absent**: Craig Gemmell and BOS liaison Dave Bowers

**Staff present:** Town Manager Becky Merrow, Director of Planning and Development Matt Sullivan and Recording Secretary Amelia Capone-Muccio

**Guests:** N/A

1. **Call to order:** Matt Sullivan called the meeting to order at 8:01 AM. Noted a quorum was present. He noted the first order of business would be to appointment a temporary chairman and vice-chair.

He opened the floor to nominations.

***It was moved by Linda Murray and seconded by Bill Petersen to nominate Alan Harding as chairman of the Economic Development Committee until April of 2019. Members voted all in favor, the motion passed.***

***It was moved by Kathy Eaton and seconded by Linda Murray to nominate Bill Petersen as vice-chairman of the Economic Development Committee until April of 2019. Members voted all in favor, the motion passed.***

1. **Consideration of Minutes: 11/20/18**

Denise Roy Palmer made an amendment to include Becky Merrow as present in the minutes.

***It was moved by Bill Petersen and seconded by Denise Roy Palmer to approve the minutes of November 20, 2018 as amended. Members voted, Peter Cooke and Kathy Tetreault- abstained and all others in favor, the motion passed.***

1. **New Business**
2. **Petition Warrant Article discussion**

M Sullivan stated that Victor Drouin is present to present a Petition Warrant Article for the EDC to consider support that amends the Pine Hill Road Development District to include parcels on Filter Bed Road.

Mr. Drouin addressed the Committee and summarized he purchased the old Kimball’s lumber yard on Filter Bed Road which is currently a residential area. He noted that 50% of the properties on that road are light commercial and mixed use properties and in further research feels this area should be changed to a mixed use zone. He stated he is here today to seek the support of the petition warrant article to amend that zoning to reflect that.

L Murray agreed that Filter Bed Road planning is compatible with such recommended change.

M Sullivan agrees and the Planning Board has looked at the idea of connecting that area. He noted the only concern is the residential properties at the beginning of the road, but beyond that certainly fits what is suggested and allows for future growth and opportunity of the area.

K Eaton stated she sees the connection as a great opportunity for alternative routes for trucks traveling through downtown. She questioned the Planning Board’s opinion.

 Mr. Drouin replied that he hasn’t heard any negative response, but still needs to notify the abutters.

M. Sullivan replied that this type of zoning change requires notice to the individual property owners and if a favorable response is received the Planning Board would most likely endorse it, but the public hearings would be January 8th and January 22nd.

K Eaton noted that the EDC support of this petition is crucial in the process as this would be good for the town’s economy and businesses. In the past they have written letters to the Board of Selectmen in support and suggested they do that on this proposal.

M. DeVries questioned type of commercial business allowed.

M Sullivan referred to the Town’s zoning ordinances for the type of zones and read from the ordinance, but noted retail would not be allowed at this time.

***It was moved by Kathy Eaton and seconded by Denise Roy Palmer to for the Economic Development Committee to write a letter of support for the Pine Hill Road Development District Petition Warrant Article support an amendment to the Wolfeboro Planning and Zoning ordinance section 175-2c. (12) amending the use of the Filter Bed Road area as presented in that Warrant Article. Members voted all in favor, the motion passed.***

S Durgan questioned the road clarification.

M Sullivan replied it is not a town road it’s either Class V or private.

1. **5G and Wolfeboro’s Wireless Telecommunications Landscape**

M Sullivan stated that Selectman Paul O’Brien and the town’s IT Keith Simpson will discuss the town’s recent mapping efforts of the telecommunications and the next steps to address those results. The purpose of such project is to introduce 5G telecommunications in Wolfeboro’s infrastructure and how the EDC can assist in such process.

P O’Brien addressed the Committee and review a PowerPoint presentation on how poor the cellphone coverage is for the area and how bringing in 5G can enhance the telecommunications and opportunity’s for Wolfeboro. He stated that Senator Shaheen visited Wolfeboro representatives for a lunch meeting and from that meeting help facilitate a review of the town’s telecommunications by software on phones that traveled in the town’s police cruisers for several days providing them with the data they see on the PowerPoint. From that data they can now see how poor the coverage is for the area, but the town can enhance this by using 5G telecommunications in several ways with redundant networking on towers and small cells on the town’s infrastructure such as utility poles. (See attached presentation)

K Eaton questioned how Wolfeboro makes this happen.

*\*Secretaries note Mary DeVries and Peter Cooke were excused from the meeting.*

P. O’Brien replied they need to bring in the companies, we have Verizon, but doesn’t have AT&T, Sprint, T-Mobile and continue on the data collection and look at pole attachments since we have the access already.

B Merrow stated they will need to develop a cost estimate on getting 5G and decide who will do it, noting some communities like Hanover are doing it themselves.

Denise Roy Palmer stated they have a rare opportunity with the municipality owning the utility poles it is something they need to look into further.

*\*Secretaries note Linda Murray was excused from the meeting.*

1. **BR & E Event January**

K Eaton noted Thursday, January 31, 2019 is the date they scheduled to provide the update and suggested 5;30-7:30 at the Wolfeboro Inn. She noted that some items need to be expended for the winter adverting budget and the kiosk. She suggested advertisements in the Hippo and Laker Rt. 16.

M Sullivan noted he had a concerned if some funds had been expended for the Last Night events.

K Eaton noted she would get clarity on that.

***It was moved by Bill Petersen and seconded by Denise Roy Palmer to encumber the advertising funds available for the suggested ads at this meeting. Members voted, being all in favor, the motion passed.***

Tabled to the next meeting.

1. **ERZ Addition to Center Street ERC, Business Map Update, Fisherville and Mission Statement**
2. **Town Manager’s Report**

B Merrow provided the following update:

* GALA Master Plan document for review and tax credits are for sale with local given priority
* CDBG funds were award to GALA
* The Freight House received and LCHIP award which was substantially less than expected so will need to do more fundraising.

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

It was moved by K Eaton and seconded by Bill Petersen to adjourn.

The meeting adjourned at 9:59AM.

**Respectfully submitted,**

Amelia Capone Muccio