

**Economic Development Committee
Meeting Minutes
Draft-5-19-2020**

Members or alternates present: BOS liaison Linda Murray, Bill Petersen, Dave Maher, Carrie Duran, Robyn Masteller, Kathy Tetreault, Mary DeVries Steve Durgan and Kathy Eaton

Members or alternates absent: BOS alternate Dave Bowers, and Craig Gemmell

Staff present: Director of Planning and Development, Matt Sullivan.

Guests: N/A

1. **Call to order:** Matt Sullivan called the meeting to order as required for a virtual meeting and he read the following:

Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order #2020-04, this Committee is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

*We are utilizing the GoToMeeting platform for this electronic meeting. All members of the Committee have the ability to communicate contemporaneously during this meeting through the GoToMeeting platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through **dialing the following phone #+1 (646) 749-3112, then enter the access code: 870-687-373, or by video following the directions on the Town of Wolfeboro Website posted on the home page under the Virtual Town Meeting Login Information page.***

- b) *Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using GoToMeeting, and instructions are provided on the Town of Wolfeboro website at wolfeboronh.us on the Virtual Town Meeting Login Information page.

- c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem accessing the meeting via phone or computer, please immediately call 603-391-8489 OR email planningdirector@wolfeboronh.us

- d) *Adjourning the meeting if the public is unable to access the meeting.*

In the event that the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time. Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

e) Meeting Notes

Members of the Committee will be unmuted for the entirety of the meeting. Members of the public will be muted for the meeting with the exception of public comment portions or public hearings.

I'd like to start the meeting with a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

2. New Business

Re-organization of EDC

Mr. Sullivan stated the first order of business is the re-organization of the Chair and Vice-Chair and called for nominations for a term of one year.

Linda Murray nominated Bill Petersen.

Bill Petersen stated he is happy to continue as Vice Chair due to his availability for commitment.

Kathy Tetreault nominated Kathy Eaton.

It was moved by Kathy Tetreault and seconded by Dave Maher to appoint Kathy Eaton to chair the EDC for the term of one year. Members voted, Kathy Tetreault-yes, Bill Petersen-yes, Carrie Duran-yes, Robyn Masteller-yes, Mary DeVries-yes, Kathy Eaton-abstain, Dave Maher-yes, Steve Durgan-yes and Linda Murray-yes, the motion passed.

Linda Murray nominated Bill Petersen as Vice-Chair.

S. Durgan questioned if next time around he may be able to.

Mr. Petersen replied post COVID, yes.

It was moved by Linda Murray and seconded by Dave Maher to appoint Bill Petersen as vice-chair the EDC for the term of one year. Members voted, Kathy Tetreault-yes, Bill Petersen-abstain, Carrie Duran-yes, Robyn Masteller-yes, Mary DeVries-yes, Kathy Eaton-yes, Dave Maher-yes, Steve Durgan-yes and Linda Murray-yes, the motion passed.

Re-organization of Marketing Committee

K. Eaton stated it has been her and Mary DeVries for a long time then Dave Maher joined this past year and opened it up to anyone else if interested.

M. DeVries replied she'd like to continue on the committee, but open to let others participate.

D. Maher stated he is happy to continue.

C. Duran when do you meet and how often for this sub-committee?

K. Eaton they are flexible and meetings are called as convenient. Can set up a regular schedule, which may be more helpful to the group.

D. Maher agreed and they should set up some clear focused goals.

C. Duran stated she would like to come to the next meeting to see if this is something that works for her.

K. Eaton will stay on for a time but would like to phase out. Being no others to be involved in the Market Committee the committee will remain the same with the addition of Ms. Duran. K. Eaton moved on to introduce the new member Carrie Duran.

C. Duran summarized her community interest of growing up and living in Wolfeboro, she moved away but returned 7 years ago. She is happy to be back and looks forward to getting more involved in the Committee. Her father peaked her interest in becoming involved in the community, Len Martin, who recently passed. She is on furlough with Lakes Region Community Services as a Legislative Liaison. Thankful to be here and help out with the community.

M. DeVries welcomed her to the Committee and looks forward to working with her. She noted that the other Committee they have a subcommittee for is Special Events, which may interest her as well.

Linda Murray stated she is willing to continue on the Special Events Committee and noted the committee could use the help. She stated right now they are discussing how it will look whether virtual or in person events. She noted they were never able to get Fisherville off the ground.

K. Eaton suggested that they will re-visit that next time to see if anyone is interested. She questioned if she is missing any others?

M. Sullivan replied he does not believe they have any others.

Consideration of Minutes of April 28, 2020

K. Eaton amended page 3, page 4 and the last page.

M. DeVries amended the last page.

It was moved by Dave Maher and seconded by Linda Murray to approve the minutes of April 28, 2020 as amended. Members voted; Robyn Masteller-yes, Linda Murray-yes, Kathy Tetreault-yes, Bill Petersen-abstain, Dave Maher-yes, Steve Durgan-yes, Carrie Duran-abstain and Mary DeVries-yes, Kathy Eaton yes. Motion passed.

3. Old Business

a. Marketing sub-committee update

K. Eaton stated the sub-committee would like to entertain any ideas to assist our business during the pandemic and help them get back on the ground. She suggested thinking about it and will re-visit as a future meeting.

R. Mastellar suggested a "Wolfeboro Open" sign somewhere in Town to let people know Wolfeboro is open. She'd like to be welcoming to residents and visitors. She thought maybe on the light poles downtown depending on who is open.

K. Eaton stated there are pole banners you can purchase, but our financial resources may be spent.

M. DeVries stated that it will be case by case depending on the business. She does feel that is a great idea and wondered if would be prudent just put signs at the entrances of Wolfeboro.

S. Durgan suggested updating the electronic sign to say "Welcome to Wolfeboro".

M. Sullivan stated he can request the sign to be updated.

M. DeVries noted that the Town Manager had requested the sign be updated.

C. Duran questioned if there is a plan or list of businesses that are open and/ or their status?

K. Eaton replied that the Chamber may have a list of their members.

M. DeVries replied yes the list is changing every day and it's on their website.

S. Durgan noted that the town has been very busy, he was shocked to see so much traffic. He feels the people are way ahead of us and like to see us get out in front of that to welcome people.

M. DeVries has been so impressed and is not surprised at how much support the Town of Wolfeboro has given to try to support the businesses and if we as a committee can support what is provided by the Board of Selectmen that would be an action item.

L. Murray stated the Board of Selectmen established six tasks forces as follows:

- Task Force #1- Review of the Independence Day Parade and Fireworks, which included the Parks and Recreation Director, Police Chief, Fire Chief, Health Officer, Town Manager, a member from the Chamber and two Board of Selectmen representatives.
- Task Force #2- Review of the Granite Man and Granite Kid, which included the Parks and Recreation Assistant Director, Town Manager, Deputy Fire Chief and a Board of Selectmen member.
- Task Force #3- Beaches, which was comprised of Deputy Chief Zotti, Parks and Recreation Director, Town Manager, and two Board of Selectmen members.
- Task Force #4 summer programs and Day Camp, which was the Parks and Recreation Director, Town Manager and herself.
- Task Force #5 Temporary Event Permits, which comprised of Amy Muccio, Town Manager and a Board of Selectmen member. She stated many of the Temporary Events have already canceled.
- Task Force #6 Social Distancing, which is comprised of the Chief of Police, Town Manager, Deb Skelley, Mary DeVries, Matt Sullivan and two Board of Selectmen members. They have been working on providing space for social distancing in Town and "pick up" parking spots available. Placing picnic tables throughout town for example adding picnic tables to Cate Park and the purpose is to support our downtown businesses. Social distancing signs will be purchased but the goal is provide space for people to social distance and enjoy our town.

She stated recommendations from all these task forces will be coming to the Board of Selectmen's meeting tomorrow night.

b. Board of Selectmen Update

L. Murray stated that Board of Selectmen will be hearing the comments on the Beach Ordinance update, she doesn't anticipate any issues except for Carry Beach with regards to the definition of guest and the Board's concern that commercial businesses were excluded. She suggested anyone who had a strong feeling with regards to this please feel free to attend. She went on to state the Board is keeping a close eye on revenues and they do have an upcoming tax bill to go out. She stated they are going to monitor expenses during the changes due to the pandemic.

S. Durgan questioned the sidewalks being one way?

L. Murray replied they did discuss that, but reality is that would be difficult and decided on signs for social distancing.

S. Durgan stated he has been pleased with the Board of Selectmen and their support of the business community. He hopes we as the town and government keep an open eye to the proposals coming down and be ready to change.

B. Petersen suggested using the term “physical” distancing vs. “social”. It’s a subtle change but there is a shift to that among health care and church facilities. It is like calling a tourist a guest, subtle way to be more welcoming.

c. Other Business

K. Eaton stated the State is giving free masks that need to be ordered online and you pick them up at a DMV. She picked them up at Tamworth and noted they are rationing them to 50 at a time.

M. DeVries replied that many businesses are getting the masks and the Chamber is working to help pick up supply for multiple businesses and are working to become a distribution center. State Representative John MacDonald has been very helpful with this issue as well.

K. Eaton stated that it has been brought to her attention the closing of the Liquor Store and that such presents a hardship to the community. She heard they plan to close the Wolfeboro one and Ossipee one when they building a new bigger one in Ossipee. She sees this as something they should address and if that closes people will shop other places, it is a draw to our community. She suggested getting the State Representatives involved.

L. Murray forwarded her email to John MacDonald and she is willing to bring it to the Board of Selectmen as an issue. She suggested also contacting Edie Desmarais and Jeb Bradley to keep the Wolfeboro store open.

R. Masteller questioned if they could at least open that store for the summer even if they do plan to build somewhere else. She sees many restaurants making purchases there, she feels it is needed in our community.

L. Murray stated she will bring both options to the Board.

S. Durgan what is the current status.

R. Mastellar it closed for COVID in March.

K. Eaton stated she heard it closed due to staffing issues and moved the staff to other stores.

M. Sullivan added to the Task Force discussion that they are looking at private restaurants for outdoor seating such as El Centenaro and Lone Wolfe. He stated they are working to be dynamic and open to suggestions, comments etc.

C. Duran noticed that the first spots to be used for seating is the disabled spots, but if we take away we need to be sure we have those spaces.

M. Sullivan replied good point and the town will not be closing public ADA spaces, but in private owned lots they will allow if they have another space available.

K. Eaton what about the public restrooms.

M. Sullivan replied they are open and use at your own risk due to the cleaning schedule. Restrooms are critical for visitors.

L. Murray stated they are putting a notice on the facility as to how often it is cleaned.

K. Eaton questioned adding portable toilets.

M. Sullivan it has been discussed but they haven't decided anything yet. They hope to rely on our current facilities, they don't see any benefit cleaning wise to the portable toilets.

➤ **Next Meeting-June 16, 2020**

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

It was moved by Bill Petersen and seconded by Dave Maher to adjourn. Being all in favor, the motion passed.

The meeting adjourned at 9:16 AM.

Respectfully submitted,
Amelia Capone Muccio