**Economic Development Committee**

**Meeting Minutes**

**Draft-8-18-2020**

**Members or alternates present:** BOS liaison Linda Murray, Bill Petersen, Carrie Duran, Dave Mahar, Steve Durgan, Mary DeVries, Liz Baker-McLane, Kathy Tetreault and Kathy Eaton

**Members or alternates absent**: BOS alternate Dave Bowers and Robyn Masteller

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

**Guests:** N/A

1. **Call to order:** Chair Kathy Eaton called the meeting to order.

# 2. Introductions & Mission statement

Kathy Eaton stated that they have had some new members join the Committee and provided the Mission statement she also suggested the go around the room and introduce themselves and why they joined the EDC. She started by summarizing her background in journalism, starting the paper the Laker to serving on the 250th Committee which lead her to the EDC. She has passion for the business community and ensuring they have a voice.

Steve Durgan summarized his history in Wolfeboro starting in 1970 as a teacher and coach, to AD and Assistant Principle, in 1975 he joined the Police Department and worked there for 14 years, in 1983 he purchased a sailing shop and then became General Manager of the Marina in 1986. He left and moved to Connecticut where he was a principle and returned to Wolfeboro to Goodhue Hawkins in 2005. In 2020 he transferred to a Marina purchased by Goodhue in Sunapee and commutes. He has served on many town boards and committees and is a member of the Chamber of Commerce.

Liz Baker-McLane summarized that she relocated from Massachusetts to New Hampshire in 2016 following her parents up here, they discovered it was a wonderful place to live. She is starting her fifth year at Brewster, but has 16 years in communications working at Colleges. She is here to represent Brewster Academy and also shares the love of Wolfeboro.

Mike Hodder summarized he moved here in 1984 and worked for Dave Bowers and then in 1991 branched out own his own. He retired in 2006 and has since volunteered on many Boards and Committees currently sitting on the Planning Board and CIP Committee and hopes to help fill the communication gap between the Planning Board and the EDC. He also chose to raise his family here and shares a love of Wolfeboro.

Linda Murray summarized she has live and raised her family in Wolfeboro for over 40 years. She assisted in running her families Real Estate business in New Jersey and also worked for her husband’s law office. Since her children are grown she enjoys giving back to the community she raised them in and has sat on various local town boards and committees. She became Selectmen member 15 years ago and has a strong passion in supporting the local business community.

Bill Petersen summarized his back ground in hospitality and tourism and earned a graduate degree to teach. He taught and served as Dean of Students for many years before retiring. He went to seminary and has since served in an Administrative role in that capacity. He is most proud of his work with Granite State Ambassadors and also shares a passion for New Hampshire and Wolfeboro and preserving its quality of life.

Dave Maher summarized his passion for Wolfeboro started with his great, great grandfather who ran a lumber yard and has been coming to Wolfeboro his whole life to summer. He retired a few years ago from Fidelity and moved to Wolfeboro to enjoy that quality of life. He enjoys giving back to the community and has a passion for Wolfeboro’s success.

Carrie Duran summarized she grew up in Wolfeboro and her father was a local chef. She moved away after school be returned seven years ago after her divorce to raise her three children. She stated Wolfeboro is a great place for a single mom to raise her two 9th graders and one 4th grader. The quality of life is important and she hopes to see it remain that way for years to come. She also has a background in hospital. Her youngest child has Down syndrome so she has become very involved in advocating for that. She is happy to be here and support the community.

Kathy Tetreault summarized she lived in Middleton and ventured out for a short time before moving back and getting married. In 1998 they moved their family to Wolfeboro for a better quality of life and their children were active in sports. She stated she worked in the Farmington School District until 4 years ago when she transferred to Kingswood. She has a passion for the quality of life for Wolfeboro and helping to assist is keeping that.

Mary DeVries has been the full time Chamber Executive Director for almost 20 years, before that she moved here from Boston. Her family also moved to Wolfeboro for a better quality of life because she spent her child hood weekends and summers in Maine. She stated in listen to all the different members’ statements, she had a walk down memory lane as she knows them all from different capacities over the years. She stated that before the Chamber she worked in the summer for the Mille B and taught Middle School.

Matt Sullivan summarized his coming to Wolfeboro after being a southern NH native, when he visited for his job interview and knew this was the place he wanted to work. He learned quickly went he went to college in about the quality of life in NH and returned on weekends to ski. He had worked previously for 7 years in economic development in the Dover/Rochester area. He has worked in Wolfeboro since 2016 and has enjoyed his time working with everyone and met some great people. He is returning to the place he grew up this month and will miss his time here. His decision to leave Wolfeboro was made for him to return to his roots an area where he is close to his family and friends. He stated the change is sad and bittersweet, he thanked everyone and will miss everyone.

 **3. Consideration of Minutes 7/21/2020**

Kathy Eaton amended page 3, the six paragraph down to change the word “cooperate” to “corporate”.

***It was moved by Mary DeVries and seconded by Bill Petersen to approve the minutes of July 21, 2020 as amended. Members voted, Steve Durgan-yes. Bill Petersen-yes, Carrie Duran-yes, Mike Hodder-abstained, Mary DeVries-yes, Kathy Eaton-yes and Linda Murray-yes, the motion passed.***

**4. Other Business**

1. **Social Media**

C. Duran stated the Marketing Committee would like to introduce the EDC to the Social Media page. The Town of Wolfeboro already has a page that is not that active. She would like to provide information for that page to bring more of a presence to local businesses, community events, children’s programs etc. She would be happy to assist in the postings for the page and that the posts would be just that, not comments allowed. She noted currently there are 10 different pages that share information about Wolfeboro, it would be nice to actually have one of them be a Town sponsored page.

Kathy Eaton agreed that it would be a great idea and it has been something both the Board of Selectmen and Budget Committee have asked the Committee to use since it is essentially free advertising.

Steve Durgan expressed his concerns about the use of Social Media and how it can be censored and to be careful of potential harm to our political views.

Mary DeVries stated she envisions the Social Media page sharing information for the wolfeboronh.us page to have some consistency. She did have a concern about making a volunteers job to do it since as volunteers change that duty can change. She doesn’t want to suggest more on the town staff, but it should be a consistent person’s responsibility.

Kathy Tetreault stated she does like the no comments suggestion which can prevent a lot of that unintended consequences of posts with comments.

C. Duran questioned if the staff do the Social Media posts.

Matt Sullivan replied that he will get requests for posting for the Town site and individual department staff manages their own pages. He stated they do have an IT coordinator who he could see probably be able to help manage this, the opportunity is there.

Kathy Eaton thanked Ms. Duran for the update and that they would re-discuss this next month, no action on this at this time.

1. **Marketing Committee**

C. Duran stated they have purchased the fall advertisement ad and at the next meeting will discuss the holiday season.

L. Murray provided an update on the Last Night events. She stated they will primarily run a virtual program this year with an exception of Fireworks and a Scavenger Hunt. They have reached out to a number of entertainers to see who can provide them with a virtual program. They have $2,000 left in the budget to spend on this, which is going to run them short this season. She also noted they do have their own Facebook page that they post all their information on.

1. **Dock Expansion discussion**

K. Eaton stated that this project is a priority and an economic driver to the community. She noted the Committee was forwarded information from Mr. Sullivan relative to the project plans and phasing schedule. She also reviewed the minutes from July and it appears many of the action items are not complete.

M. Sullivan replied that the Dock Committee last met in July of 2019 when the project was moved to the CIP process. He stated that the Town applied for Boating Infrastructure Grant where improvements can be made to accommodate large water craft. He explained after the project was reviewed, including the engineering report, it was determined that the project would cost more than anticipated due to the repairs that need to be done for the current infrastructure failing. He explained from the discussions it was determined to do the project in five phases, with the expansion of the docks in the final phase. He stated he understands the Committee is looking to draft a letter to the Board of Selectmen.

Mary DeVries stated that on behalf of the Chamber of Commerce, the expansion is a priority and they are concerned about the timeline and she would be in favor of reconvening the meetings to discuss this. \*she excused herself from the meeting to attend another meeting.

Kathy Eaton summarized what the CIP is for the new members, Capital Improvement Program. Projects for the town over $100,000 or a longer phased project. She questioned the funding phases.

M. Sullivan replied that certain phases of the project are going to be combined, but the Funding is three phase, 2020, 2021 and 2022.

L. Murray stated it is an important project for the EDC to follow and suggested that Mr. Sullivan share the links to previous discussions.

M. Sullivan replied he would provide previous videos and minutes but noted that the plans will likely change again. He also urged the committee to review the Tighe and Bond report. He noted the timing of this meeting is less than ideal because the new information will be reviewed on Thursday at the next CIP meeting.

S. Durgan stated this is an urgent need, he is concerned that the recommendations from the EDC will be blocked by the committee and if the EDC doesn’t push for this, then who will.

Kathy Eaton stated she sees the number of boats coming into the docks on any given day and that the expansion for more space is important and the EDC needs to make that clear to the Board of Selectmen and the CIP Committee. She is nto sure how they will have enough time to draft the letter before the CIP meeting.

Dave Mahar suggested a sub-committee to draft the letter after the CIP meeting this week. He stated the repair has not payback, the expansion does and he prefers not to wait another month until the next meeting to draft a letter.

Bill Petersen it would be a good idea to have a sub-committee draft a letter before the next meeting.

L. Murray agreed and they could hold an emergency meeting to approve it. She suggested getting the draft going to have ready for the meeting to approve it.

M. Hodder noted that he could share the EDC’s view on this topic at the CIP meeting as well.

Kathy Eaton agreed it is public information and he could share the sense of the committee. She stated a representative of the EDC will attend the meeting.

Kathy Tetreault questioned if the timeline is based on the Tighe & Bond report, because she has concerns about the risk failure and it the phase approached based on budget. She is concerned about the risk being greater than the cost.

M. Sullivan replied there is risk of failure, but the budget was the reason for the phasing. He noted a failure would close the area which is a concern but he does not believe the probably of that is high and of course as the years go on the cost increases.

Kathy Eaton stated that she feels that the recreation docks are not tied into the commercial dock area and therefor those could be expanded without the need to repair the commercial docks. She feels the expansion should happen sooner.

L. Murray replied that, the first docks would need to have the angled changed to get the Mt. Washington in.

S. Duran stated that is not relative the area to be expanded it not part of that area and it can be done before the repair. He stated it is obvious it was a political decision not an engineering decision.

L. Murray stated the Board of Selectmen requested a phases approve to discuss the bonding because both the docks and the parking lot need to be done. She stated they always need to look at the total debt but personally she feels this is something that they could handling bonding, but it would need a full Board discussion.

Kathy Eaton stated she will work with Dave and Steve to draft the letter and the EDC can hold a special meeting Monday, August 24th at 9 AM virtually to review and approve the letter.

D. Mahar questioned the statistics on boats that use the docks or any stats on how long boats are waiting for a space.

M. Hodder noted the State Tourism can provided some basic information such as it is estimated a visitor spends about $100 per day.

 **5. Other Business**

1. **2021 Budget**

Kathy Eaton suggested tabling the budget review and will send out the draft for review via email. She noted she doesn’t anticipate a lot of change.

1. **Childcare Committee**

L. Murray noted there is a group working to provide childcare for working parents to help on with remote days.

Kathy Tetreault noted that the school is doing something for the staff’s children.

Kathy Eaton this is a great opportunity and noted they have had a number of folks decide to stay and change residence in Wolfeboro.

* Next Meetings August 24, 2020 9:00 AM

 September 15, 2020 8:00 AM

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

***It was moved by Carrie Duran and seconded by Dave Mahar to adjourn. Being all in favor, the motion passed.***

The meeting adjourned at 9:32 AM.

# Respectfully submitted,

Amelia Capone Muccio