

Ossipee Economic Development Committee

Meeting Minutes

Sept. 21, 2016

The regular meeting of the Ossipee Economic Development Committee was called to order at 6:00pm on Sept. 21, 2016 in the Ossipee Main Street Building by Ash Fischbein.

Committee Members Present

Ash Fischbein, Pat Jones, Justin Avery and Donna Gridley

Open Items

Approval of Minutes:

The minutes from the August 2016 meeting were presented for approval. Mr. Avery inquired on the agreed upon cost of \$350 listed in the minutes for the photographer. Mr. Avery referenced that in previous minutes the committee had actually agreed on a total of \$300. Ms. Gridley made a motion to accept the adjustment to \$300, Ms. Jones seconded, all in favor. Mr. Fischbein will make the adjustment back to \$300.

Ms. Gridley made a motion to accept the minutes with the adjustment, Ms. Jones seconded the motion, all in favor. Motion passed.

Old Business

Ossipee Economic Development Website:

Mr. Fischbein relayed to the committee that there was a procedural issue on how the Economic Development website will be paid for. Mr. Fischbein explained that the committee has plenty of money however the committee's budget is a separate line item without its own debit card to pay for services. Normally this does not present an issue however certain digital services do not accept checks as payment, even from a municipality. Mr. Fischbein asked if he should just purchase the service with his personal debit card and submit for reimbursement, Ms. Jones suggested he not proceed that way and instead bring the approved minutes to the selectmen and ask for their suggestions.

Mr. Fischbein updated the committee on his search for a website provider to build the committee's website. Mr. Fischbein suggested that www.godaddy.com was the best option at a cost of \$142.36 for three years. In addition to the website services, Mr. Fischbein also stated that if the committee chose to, the committee members could also utilize the available email service through the website. Each member would have their own committee specific email account and by communicating only through these accounts the committee would be able to provide any request for information, such as a Right-to-Know request, with ease. Ms. Gridley also thought this might be good if the committee were communicating with corporations interested in Ossipee

not only for the ease of recording the communication but also for the professionalism it would demonstrate. Fischbein made a motion to purchase the website services through www.godaddy.com at a cost of \$142.36 for three years of service, Mr. Avery seconded, all in favor. Motion passed.

Photographer for Website/Booklet:

Mr. Fischbein notified the committee that he has been in communication with photographers and believes he may have one willing to provide services for the committee. He should have a more definite answer by next month's meeting.

Commercial Property Inventory:

The committee discussed the commercial property listing in Ossipee that Mr. Deighan had provided to the group. Ms. Jones suggested obtaining a zoning map if possible to assist the committee. Mr. Fischbein will find out if the committee could borrow the zoning map that is in the Freighthouse in order to make a copy. Ms. Jones also suggested the committee find out from the Lakes Region Planning Commission if an overlay map could be obtained.

www.choosenh.com

Mr. Avery briefly discussed the new DRED website for real estate agents with available commercial properties for sale, www.choosenh.com. Beyond available real estate, the website provides important demographic information about the communities where property is available to corporate site selectors. Mr. Avery suggested that the committee notify local agents with commercial properties available in Ossipee of the new centralized site to get their properties listed.

SWOT Questionnaire:

Mr. Fischbein tabled discussion on the SWOT questionnaire until next month's meeting and asked the committee members to please come prepared to discuss.

Ossipee Booklet:

Mr. Fischbein asked the committee for help in providing important information on the various subjects that will be included in the booklet. Mr. Avery will gather key New Hampshire statistics promoting the business climate of the state as a whole, including state by state comparisons with other New England states. Ms. Gridley will gather information on local recreational opportunities available around Ossipee. Ms. Jones will gather historical facts about Ossipee. Mr. Fischbein asked the committee members to gather information by next month's meeting so that he can begin constructing the booklet. Mr. Fischbein believes that he should be able to put something together before Thanksgiving.

Timeline of Goals:

Mr. Avery will review previous meeting notes and construct a formal working timeline of goals that will be review at every monthly meeting going forward.

New Business

NH Vibrant Communities:

Ms. Jones updated the committee on the most recent quarterly NH Vibrant Communities (Formerly NH Main Street Program) meeting that she attended. Ms. Jones explained that Mike Provost from Rochester Main Street Program had just returned from the national convention with materials to use in engaging residents to assist in economic development initiatives. Ms. Jones provided the committee with an example of a questionnaire that could be used by the committee. Mr. Fischbein suggested that once the website is active that a constant survey including questions similar to those Ms. Jones provided would be a great way to engage local citizens as well as provide metrics for the committee to review on an ongoing basis. The rest of the committee members agreed.

Bylaws and Mission Statement:

Ms. Gridley informed the committee that bylaws and a mission statement should be created for the new Ossipee Economic Development Committee as soon as possible. Ms. Gridley provided examples of both from similar groups in surrounding municipalities. General discussion on the bylaws and mission statement examples ensued. Mr. Fischbein will take the examples provided and construct bylaws for the committee to review, edit and approve at next month's meeting. Ms. Gridley will perform the same task for a mission statement. Once the bylaws and mission statement are approved, Mr. Fischbein will present them to the Board of Selectmen on behalf of the committee.

Adjournment

Meeting was adjourned at 7:38 pm by Ash Fischbein. The next general meeting will be at 6:00 pm on October 19, 2016, in the Ossipee Main Street Building, 15 Moultonville Road, Center Ossipee.

Minutes submitted by: Justin Avery