

**Whitefield Economic Development**  
**June 20, 2018 Meeting Minutes**

Present: Beth Cape, Rick Wright, Sandy Holz, Stan Holz, Roxie Severance, Katie Kopp, and Brian Bresnahan.

WEDC Met 6/20/18 at 6:30 PM in the Library meeting room. Vice Chair, Roxie called the meeting to order as Chair Gerry Pons was on vacation.

A motion was made and seconded to accept the May minutes.

Treasurer's report given by Rick Wright. Our balance is \$4801.92, with \$123.08 having been withdrawn for the purchase of checks.

The Fisk's House livery purchase was discussed. Rick reported toured the lower level with Bob Stiles and observed a solid sub structure with bad sills. Stan reported he spoke with George Hunton of CFDA who said a visitor center plan would be acceptable for funding. A grant application workshop must be attended, the next one not being until January with a Plymouth location. Brian noted that a multi-purpose use is desirable for any funding. Beth mentioned the possibility of including a farmers' market. Brian also noted that a purchase outside the grant could be used as an "in kind" match for a grant. An RFP for the engineering study should be done after purchase. USDA might have grant money for this project, and could meet with us when needed.

The parking lot was also discussed. Rick brought a map showing the locations of the electrical conduits that he and Bob had done. The group felt it might be better to combine the parking lot with the Fiske livery project. Brian felt this was a better approach and would simplify the grant application process, especially since the lot could serve as a parking area for the proposed visitor center and historical museum in the livery building, as well as offering public parking. Bob Stiles was approved as our representative to speak to the owner to learn if the owner wants to sell the Fiske property.

Bylaw revisions were discussed. Rules for a quorum were reviewed, with the possibility of having no fixed number to establish a quorum. It was felt that electronic voting must be added to the bylaws. The structure the WEDC was discussed, centering around the need for a general membership with an elected board of directors and officers, or simply a board of directors with officers. Roxie suggested we need to discuss this further before taking action, and perhaps bringing in a consultant to discuss our options. Katy will continue to lead the effort of revising the bylaws and will bring information to the next meeting.

Brian stated he would help us with federal funding and establishing viable contacts if the Fiske House was purchased. A motion was made and seconded to establish a Fiske House Committee. All were in favor. Members include Roxie, Katie, Beth, Sandy, Stan, and Rick. Roxie agreed to act as chair for this committee and will establish a schedule for future meetings.

Meeting adjourned at 8:30 PM.