

**Economic Development Committee
Meeting Minutes – January 6, 2020**

A meeting of the Economic Development Committee was held in the History Room in Gladys E. Kelly Public Library, 2 Lake Street, on January 6, 2020.

Present from the Committee: Vice Chairman Marc Becker; Brian Kretchman, Angela Rowell, Chris Charniak, Dennis Luukko, John Milas (representing the Webster Dudley Oxford Chamber of Commerce), Nancy Healy (representing the Webster Dudley Business Alliance), Deb Horan (representing the Webster Dudley Business Alliance), Town Administrator Doug Willardson (ex officio). Also present: Carole Marchand.

Doug Willardson called the meeting to order at 6:01 p.m.

1. Action Items

Reorganization: A motion to appoint Angela Rowell as Chairman was made by Mr. Becker, seconded by Mr. Luukko. Motion passed unanimously 5-0. A motion to appoint Marc Becker as Vice Chair was made by Mr. Luukko, seconded by Ms. Healey. Motion passed unanimously 5-0.

The draft minutes from April 1, 2019; June 17, 2019; July 29, 2019 and November 25, 2019 were reviewed by Marc Becker. Motion to approve the minutes as drafted made by Mr. Becker, seconded by Mr. Luukko. Motion passed unanimously 5-0.

2. New Business

- a. Cross Business Promotion: Discussed the possibility of cross business promotion i.e. one business offering a discount to a customer to encourage patrons to shop local. Ms. Rowell stated that at her previous work site, the local business association put together a scavenger hunt to encourage residents to go into local businesses. Mr. Milas stated that the Yankee Express had done this in the past. Ms. Rowell was going to find out more information.
- b. Committee Structure / Charge: Discussed removing the position requirements to serve on the committee. All agreed this would make achieving a quorum easier.

3. Old Business

a. Grants / Studies

1. Market Analysis Grant: Mr. Willardson stated that the market analysis is underway and the first follow up meeting with the consultant would be 1/14/2020.
2. Other grants / funding opportunities: The Town will be applying for the Massachusetts Downtown Initiative for wayfinding and re-branding.

b. Signage / Downtown Improvements

1. Mural: All agreed that the mural has received very positive feedback.

c. Events – Past & Upcoming

1. Other site visit location recommendations: None recommended at this time.

4. Staff Update

- None

5. Any other business that may come legally before the Committee – None.

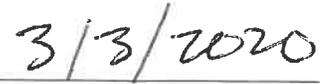
6. **Next Meeting** – February 3, 2020 at 6:00 p.m.

7. Adjournment

Motion to adjourn made by Mr. Becker, seconded by Mr. Luukko. Motion passed unanimously, 5-0. The meeting was adjourned at 7:02 p.m.



Doug Willardson, Town Administrator



Date