

**Economic Development Committee  
Meeting Minutes – April 23, 2020**

A meeting of the Economic Development Committee via remote participation pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §18, and the Governor's March 15, 2020 Order Imposing strict limitation on the number of people that may gather in one place.

Present from the Committee: Marc Becker, Vice Chairman; Members Don Bourque, Chris Charniak, Deb Horan (representing the Webster Dudley Business Alliance), John Milas (representing the Webster Dudley Oxford Chamber of Commerce), Town Administrator Doug Willardson (ex officio), Director of Community Development Carol Cyr (ex officio), Director of Planning and Economic Development Ann Morgan (ex officio).

Also Present: Carole Marchand

Town Administrator called the meeting to order at 2:01 p.m.

- 1. Action Items** – Motion to approve the draft meeting minutes from March 2, 2020 and April 16, 2020 made by Mr. Bourque, seconded by Mr. Becker. Motion passed unanimously, 4-0.

Mr. Charniak joined the meeting at 2:05 p.m.

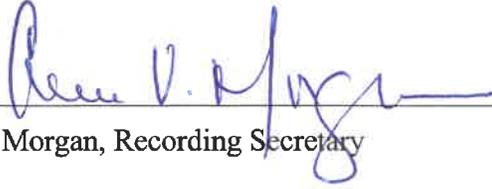
- 2. Old Business**

- a. Businesses in Need** – Mr. Willardson noted that library staff had been given a list of local businesses and that they have been reaching out, collecting data and encouraging business owners to take the survey. Ms. Horan asked how many have taken the survey to date. Mr. Willardson responded that 25 have done so. He noted that some of the businesses have been hard to reach due to closures but staff are still working on it.
- b. COVID Emergency Response Fund** – Mr. Willardson stated that he had submitted the application for funding through the Attorney General's grant program last Friday. Hopefully the quick submission will bode well for the Town. Ms. Cyr noted provided an update on upcoming funding expected through the Community Development Block Grant (CDBG) program noting that the funds should become available in the next few weeks. Mr. Willardson noted that he had contacted the Attorney General's office about the possibility of using economic development funds approved by Town Meeting and was told that those funds would not be eligible for use in a local grant program. Ms. Morgan noted that she was working on developing an application for a program if the Attorney General funds. She will send out the draft application to the Committee for input prior to the next meeting. Ms. Cyr stated that she had a good example of such an application from the City of Northampton which she would forward to Ms. Morgan.

- 3. Next Meeting** – There was some discussion about the current requirement for the Town to use Google Meet which wasn't as user friendly as Zoom. Mr. Milas noted that he has used FreeConferenceCall.com successfully in the past. Mr. Willardson noted that it was an option if the video conferencing format continued to be problematic. Mr. Willardson suggested that the Committee meet next after more information was available regarding a draft grant application for local businesses which can be reviewed and finalized by all. It was unlikely that there would be a meeting next week but the following week. All agreed.

**4. Adjournment**

Motion to adjourn made by Mr. Milas, seconded by Mr. Bourque. Motion passed unanimously, 5-0. The meeting was adjourned at 2:15 p.m.



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Ann Morgan, Recording Secretary

7/23/2020  
Date