

Economic Development Council Meeting
Minutes: August 8, 2007; 9:30 am
Judge Welsh Room

Present:

Members: Chairman Steve Melamed, William Dougal, Bonnie Adams-Campbell, Alix Ritchie, Michael Carroll, Thanassi Kuliopulos

Staff: Acting Assistant Town Manager/Grant Administrator Michelle Jarusiewicz; Lisa Bowden, Cultural Development Coordinator; Acting Building Commissioner Matt Mulvey

Absent: Astrid Berg unexcused, Todd Dever unexcused,

Other: Lynn Davies - BOS

Meeting called to order by Chairman Steve Melamed at 9:34 am

Gabrielle Hanna has resigned from the EDC as of 8/7/07.

Discussion on Business Summit structure and agenda. Keep introductory comments brief and get into working groups quickly. Suggested structure -- breakout groups to rate issues based on being critical to their own businesses and things that are critical to the town. Have groups suggest two solutions for each of the top 5 issues. Suggestion to let the facilitator structure the Summit.

Discussion on facilitator for Business Summit. Kathryn Rafter is recommended by various EDC members; her availability is unknown. Lynn Davies suggested as a possible facilitator Elizabeth Bridgewater, LCCDC (Lower Cape Cod Community Development Corporation - CDC) [current CDC focus is on existing businesses].

On August 9th Lisa Bowden will be attending an Open House sponsored by the Rockland EDC on Business Assistance. Rockland County, NY is similar to Barnstable County in some ways.

From BOS priorities are the upcoming Business Summit and bringing new industry into town. Small, tangible results and successes coming from the EDC would do much to build community support. Examples of such results/successes are: changing the date of water bills, streamlining licensing processes. BOS needs to be more of a driving force for these results. EDC has provided recommendations to BOS on prior occasions.

The project model/process model should be the same as that used for the Housing Summit which generated great success and community support.

Discussion on how to ensure attendance at the Summit. Advertising strategy. Personal invitations from EDC members, BOS members. Invitations to be sent to businesses such as Marcy Oil, F.A. Days, Conwell Lumber, local banks, etc. Town Manager attendance important as the TM will be implementing much of what comes out of the summit. Getting members of sponsor organizations to attend this meeting. Chamber of Commerce, PBG should be actively marketing this summit to their membership.

Bill Dougal excused himself for the remainder of the meeting at 10:45 am.

Business summit project plan immediate needs: Choose facilitator, business organizations involvement, and advertising (save the date!).

Update on Unwired Village trial with Chamber of Commerce – still not up and running. It is important to get it up and running in order to collect data for further consideration.

Mt. Auburn Phase II/CCEDC Update

CCEDC would like a summary of the Mt. Auburn initial studies as well as an application to the CCEDC for the Phase II/Opportunity Analysis. Michelle Jarusiewicz and Dan Dray would work on the grant. The CCEDC allocation still has \$35,000 of unbudgeted funds. EDC wants input into the RFP (e.g. Beth to be the presenter from Mt. Auburn). EDC requests Michelle Jarusiewicz to draft the request/application letter on behalf of the EDC.

Discussion on Regional Policy Plan from the Cape Cod Commission. The policy plan is updated on a regular basis and

is a working document.

Motion made by Alix to approve 7/25/07 minutes

2nd by Thanassi

All vote to approve, 5-0-0

Next meeting scheduled for 8/29/07.

Matt Mulvey is going to review permitting and licensing fees. Report and discussion on meeting held today on the new building code that will become effective 10-1-07. [7th edition for single and double family homes, 7th edition does not deal with commercial establishments]

Report on review of zoning and general by-laws (specifically signage, on-line applications) is on the agenda for Town Manager as a mid-range goal. Discussion on By-laws should be (re-)written so that any individual of reasonable intelligence should be able to understand them.

Discussion on routing or project planning guidelines for building projects.

Thanassi moves to adjourn

2nd by Alix

All vote in favor, 5-0-0

Meeting adjourned at 11: 30 am.