

Holliston Economic Development Committee

Meeting date/time: November 5, 2015 at 8:00 AM

Location: Town Hall Room 105, 703 Washington Street

Present: Peter Barbieri (Chairman), Susan Russo, Bob Warburton (Clerk), David Thorn, Lisa Zais, Jeff Ritter (Town Administrator), Karen Sherman (Planner), Chris Meo (IT), Geoffrey Zeamer (Observer), Jeff Adams (Observer)

- 1) EDC Website – Chris Meo, Information Technology Director, presented information on website development including structure, cost and time/effort to maintain. The Committee reviewed the current website and discussed links and how site works. The Committee also reviewed economic development website of other towns in the area. Consensus of the Committee was to pursue a similar strategy to the one used by Southborough for their website. The Committee also viewed a video that the town of Carver has on their website. Jeff Adams informed the Committee that a video of that type and quality would cost less than \$1,000. David Thorn and Bob Warburton volunteered to work with Chris Meo on developing suggestions for website structure and also to look into feasibility of developing a video similar to Carver's.
- 2) MetroWest Chamber of Commerce – On a motion duly made, seconded and unanimously approved by the Committee the expenditure of \$350 to become members of the MetroWest Chamber of Commerce was approved.
- 3) Committee membership – Jeff Ritter noted that there is still an opening on the Committee and that two individuals had indicated interest.
- 4) Top Ten Taxpayers – The Committee reviewed a spreadsheet list of the top taxpayers in Holliston. The general consensus being the Committee members should meet with them on an individual basis, along with Jeff Ritter and Karen Sherman, to discuss their thoughts on economic development and the business environment in Holliston. The list will need to be divided up among the Committee members. No decision was made on specific assignments at this time.
- 5) Minutes of October 15, 2015 meeting – The minutes of the October 15, 2015 meeting, upon a motion duly made and seconded, were unanimously approved.
- 6) Budget Review – The budget for FY 2016 is \$7,500. The Committee reviewed projected expenses and current status. Jeff Ritter mentioned that a budget proposal for FY 2017 is due in December.
- 7) Other business – Jeff Ritter mentioned that at the Selectmen meeting the night before a potential application to use 200 acres for a cannabis growing facility was presented. The proposers were scheduled to come back with further information on November 18th.
- 8) Adjournment – On motion duly made and seconded the meeting was unanimously adjourned at 9:05 AM.

Bob Warburton, Clerk