

**Economic Development Committee
Meeting Minutes of October 6, 2016**

Call to Order: The Chairman called the meeting to order at 8:00 a.m. in Room 105 of Town Hall.

In Attendance: Chairman Barbieri, Robert Warburton, Kate Lamontagne, Susan Russo, David Thorn and Lisa Zais. Also present were Town Administrator Jeff Ritter, Technology Director Chris Meo and Economic Development Director/Town Planner Karen Sherman.

Approval of Minutes: On a motion by Mrs. Russo, seconded by Mr. Thorn, the draft minutes of September 1, 2016 were approved as written.

Community Video: Bruce Gilfoy, Interim HCAT Director was present to review progress made on the composite community video and testimonials. Members thanked him for his many efforts in pulling all the components of the video together.

Web Site Development: Members reviewed the working draft of the website as prepared by Penta Marketing. Members discussed rollout for the reception.

Video and Web Site Unveiling: Members agreed on a reception at Anthony's on the Green at the Pinecrest Golf Course on October 20th from 5 to 6:30. Invitations were approved and will be sent electronically to the Holliston Business Associations and Metrowest Chamber of Commerce memberships as well as firms and individuals added by members and staff. Business surveys will be included. The Chairman noted that he would present the invitation, video and website to the Board of Selectmen at their next meeting (October 12th) and he would contact the Holliston Reporter and other local press. Mrs. Zais will follow-up on RSVP list and menu. The Chairman noted that Middlesex Savings Bank had agreed to sponsor the event.

Adjournment: The meeting adjourned at 8:45 a.m. on a motion made and duly seconded. The next meeting was scheduled for November 3rd.

Respectfully submitted:

Karen Sherman
Economic Development Director/Town Planner