

Economic Development Committee Meeting Minutes of February 2, 2017

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, Susan Russo, David Thorn, Lisa Zais and Kate Lamontagne. Also present were Town Administrator Jeff Ritter and Economic Development Director/Town Planner Karen Sherman.

Approval of Minutes: On a motion by Mr. Thorn, seconded by Mrs. Zais, the draft minutes of January 5, 2017 were approved as written. On a motion by Mr. Warburton, seconded by Mr. Thorn, the draft minutes of January 12, 2017 were approved as written. Mrs. Russo, Zais and Lamontagne abstained as they were not present.

Community and Business Guide: Kelly Turcotte, Sales & Marketing Staff from Global Design and Publishing, LLC attended to discuss production of a printed ad-based Community & Business Guide like Southborough, Westborough and Natick. She provided basic information on their typical contract and approach to production of either a 12 or 16 page document. She noted that typically 10-15 ads from targeted businesses will support the publication and the town would be offered the back cover ad at a rate of \$1,500. All copy would be subject to town approval and work could be completed this spring. An introductory letter from the committee

Downtown Development: The Chairman updated members on meeting with the Selectmen to engage Joel Loitherstein, LSP of Tighe & Bond to complete an environmental review on the 9 Green Street property. Mr. Ritter added that the taking will be delayed for 60 days. Also Mr. Ritter noted that the Board of Selectmen will be holding a 100% design public hearing on the three Washington Street/Downtown traffic signals on February 15th at 8 p.m. Installation is slated for 2017 (either before or after the national America in Bloom Symposium in late September).

General Business:

FY17 Budget Expenses - Mr. Warburton made a motion to pay invoices for Penta Communications and the Milford Chamber of Commerce from the Professional Services budget line item. Mrs. Russo seconded with all in favor.

Industrial Parks ó The Chairman and Mr. Ritter updated the members on an anonymous perspective tenant for Hopping Brook Park and hopes to have the park owner present for the March 2nd meeting. Ms. Sherman updated the members on the Herb Chambers Companies purchase and plans for the 80,000 s.f. building at the corner of Bartzak Drive and October Hill Road. Information will be added to the News section of the website.

Linden Street Wastewater Treatment Plant ó Mr. Ritter provided additional information on the capacity of the plant from the O&M contractor. School usage is roughly 1/3 of the design capacity of the plant. Additional information will be obtained on the usage at the high school to account for failure or expansion of their system to verify potential excess capacity which could be targeted for downtown businesses. The issue of DEP Title V design standards was discussed briefly.

Adjournment: The meeting adjourned at 8:45 a.m. on a motion made a duly seconded. The next meeting was scheduled for March 2nd.

Respectfully submitted,

Karen Sherman
Economic Development Director/Town Planner

Approved: March 2, 2017