

**Holliston Economic Development Committee
Meeting Minutes of January 11, 2018**

Present: Chairman Peter Barbieri, Lisa Zais, David Thorn and Matt Coletti. Also present was Town Administrator Jeff Ritter. Susan Russo was absent.

Call to Order: The Chairman called the meeting to order at 8:00 a.m. in the Selectmen's Meeting Room (#105) of Town Hall.

Approval of Minutes: On a motion by Mr. Coletti, seconded by Mr. Thorn, the members approved the minutes of December 7, 2017. Mrs. Zais abstained as she was absent from that session.

General Business:

1. **FY19 Budget Request:** Discussion followed regarding the Finance Committee's FY19 budget guideline and the two salary scenarios of 1% and 2%. A draft was presented utilizing 5 hours per week of the Planner's time with a limited amount for office supplies. Professional services is sufficient to cover chamber memberships and limited projects such as printing the Development Guide. Mrs. Zais made a motion to submit the budget requests to the Board of Selectmen and Finance Committee for review. Mr. Thorn seconded with all in favor.
2. **Downtown Issues:** Discussion continued on Blair Square, wayfinding and completion of the Upper Chalmers Trail with updates on the 8-Arch Bridge construction.
3. **Industrial Park Updates:** Ms. Sherman noted that the Planning Board has an active site plan review filing for Brighton Health/Pharmacia for a 60,000 s.f. medical marijuana cultivation and production facility at 465 Hopping Brook Road. The facility represents the first development in Phase II of the industrial park. Roadway construction and water line extension in Hopping Brook are ongoing. The Expedited Permitting (c. 43D) and Hopping Brook Business Park Priority Development Site is proceeding to state approval.
4. **Business and Community Guide:** Draft copy from GDP Publishing is expected for review in February (i.e. Location, Why Live in Holliston, Why Do Business in Holliston, Of Special Interest, Schools, and Highlights). Ad sales and additional outreach to businesses by the town may be helpful in expanding the text to a full 16-page document. The Local Permitting Guide will be updated when the vacant staff positions are filled in the Conservation Commission Office.
5. **Tax Policies:** Mr. Coletti provided a piece on the local business and land use implications of recent changes to federal tax laws.

Adjournment: The meeting adjourned at 8:30 a.m. on a motion made and duly seconded with all in favor.

Respectfully submitted,

Karen Sherman
Town Planner