

Economic Development Committee
Meeting Minutes of July 7, 2016

Present: Chairman Peter Barbieri, Kate Lamontagne, Susan Russo, Bob Warburton and Lisa Zais. David Thorn was absent. Also present were Town Administrator Jeff Ritter, Technology Director Chris Meo, and Town Planner Karen Sherman.

Call to Order: The Chairman called the regular meeting to order at 8:00 a.m. in Room 105 of Town Hall, 703 Washington Street.

- 1) **Website Development** - The Committee reviewed three potential website design formats and numerous logos provided by Penta. On a motion by Mrs. Lamontagne, seconded by Mr. Warburton, members selected option #1 for the website design. Mrs. Russo made a motion to select logo option #12 as amended through the removal of the words "Town of". The Chairman noted that Debra Penta is available to meet Tuesday at 10:00 a.m. and noted he would post the meeting with a limited agenda.
- 2) **Community Video** - Mr. Ritter provided an update on the video development, noting that a progress meeting with HCAT staffer Bruce Gilfoy is scheduled for July 11th. Members agreed that the progress meeting should be combined with the Penta meeting, if possible.
- 3) **General Business** - Members discussed conducting a business survey and compiling a comprehensive list of businesses and utilizing results for the reception in September. Mrs. Zais agreed to contact Anthony on the Green at the Pinecrest Country Club for availability for an evening reception and pricing of hors d'oeuvres. Mrs. Russo will contact the Holliston Business Association regarding their member list. It was suggested that perhaps the Committee should seek sponsorship because of limited Town funds. Mr. Ritter added that no town funds may be used to purchase alcohol. Mr. Ritter also reviewed the list of new business certificates issued by the Town Clerk. Additionally, an update of Planning Board and Zoning Board of Appeals permitting was provided along with an update on the downtown signalization project and the Mass. Downtown Initiative streetscape project. A Planning Board workshop is scheduled for July 19th and a public forum for September. The Selectmen anticipate a 25% design meeting with McMahon Associates in October with complete design and installation for December 2017. The Chairman suggested funding for the streetscape improvements be included in the signalization project.

Adjournment - On motion duly made and seconded the meeting was adjourned at 8:30 a.m. The next meeting was set for July 12, 2016 at 10:00 a.m.

Respectfully submitted,

Karen L. Sherman, Town Planner

Approved 8-4