

**Economic Development Committee
Meeting Minutes of May 3, 2018**

Present: Peter Barbieri, Chairman; Lisa Zais; David Thorn; and Matthew Coletti

Also Present: Jeff Ritter, Town Administrator

The Chairman called the meeting to order at 8:00 a.m. in the Selectmen's Meeting Room of Town Hall.

Downtown Discussion: J. Ritter briefed the Committee regarding the status of the Washington Street Corridor Improvements Project. The project appears to be on schedule to be completed by June 30th. Further, the project is on budget or within appropriation. There will be a project meeting tomorrow morning with the contractor and the Town's engineering team.

Also, J. Ritter reported the property at 9 Green Street may be sold shortly. There is an apparent buyer in place and the closing should take place around May 23rd.

L. Zais noted there will be a tour of Lista on Thursday, May 10th. J. Ritter said he needs to call Harvard Bioscience to set up a similar. Outreach is very important to retaining businesses in a community.

Industrial Parks: P. Barbieri said there was a recent open house at the newly established Herb Chambers Collusion Center in the New England Industrial Park. There is a scheduled Public Hearing with the Planning Board regarding 375 Hopping Brook Industrial Park for this evening.

Discussion Marketing Brochure and Local Permitting Guide: The Committee reviewed the Marketing Brochure and made several suggestions. P. Barbieri will communicate to the Town Planner.

Budget Payment of Bills: J. Ritter reviewed the Annual Town Meeting Warrant. The budget for the EDC is intact and there should not be any revisions. The most important Article on the Water is the Water Treatment Plant.

Minutes: M. Coletti made a motion to approve and release the meeting minutes from April 5, 2018. Second, L. Zais. Voted 4-0

Other Business: M. Coletti said he had two (2) ideas. First, is about vacancy fees for buildings that have been vacant for several months because the rent is too high. Arlington charges a vacancy fee and this might be some worth looking into. It was agreed to place this item on the next monthly meeting Agenda.

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Second, perhaps the Committee could look at the feasibility, based on specific criteria, a pool of grant money to assist businesses in completing minor capital improvements. P. Barbieri said the Ashland have on their Annual Town Meeting Warrant a small appropriation this purpose. It was agreed to place this item on the next monthly meeting Agenda.

Adjourn: D. Thorn made a motion to adjourn the meeting at 8:43a.m. Second, M. Coletti
Voted 4-0

Respectfully submitted,

J. Jeffrey Ritter
Town Administrator

Approved: June 7, 2018