

Minutes

NOV 21 2008

Town of Acton Economic Development Committee (EDC) Acton Town Hall, Room 204 9-18-2008

Attending: Bill Lawrence, Terra Friedrichs, Nicholas Francis, Doug Tindal, Chris Pappas
Also present: Kristin Alexander (Town Planning Department)

The meeting was called to order at 7:33 PM.

EDC Committee – General Operation

- The EDC elected Mr. Doug Tindal and Mr. Nick Francis as Co-Chairmen of the EDC.
- EDC members agreed not to elect a Vice Chairman since the EDC will have Co-Chairmen.
- EDC members agreed not to elect a Clerk. Instead of a Clerk, an EDC member will volunteer at each meeting to take the minutes.
- EDC members agreed to keep meeting on the third Thursday of every month.

Committee's Goals / Role for 2008-2009

EDC members decided to hold a brainstorming session at the next meeting, 10/23/08, to help develop its mission statement and goals for the rest of this year and next year. The Committee agreed to invite former EDC members; some representatives from the Planning Board, Zoning Board of Appeals, Design Review Board, Outreach Steering Committee, Economic Development Industrial Corporation (EDIC); and other members from the community with an interest in and knowledge of economic development issues. Probably about 20 people in total would attend on 10/23. The Committee would ask for a volunteer to facilitate the meeting. Each EDC member was assigned a list of people to invite to the meeting. Committee consensus was: if the response from invitees is low, the EDC will either reschedule the brainstorming session or rethink the brainstorming session idea. The EDC members agreed that regardless of the response, the Committee needs to discuss and agree on a mission statement and goals at one of the next meetings.

Mr. Frank Chen, South Acton Village – T. Friedrich's Summary / Update

Mr. Francis will contact Mr. Frank Chen and Mr. Glenn Berger in South Acton to ask them their business plans and to let them know about the EDC.

Other

- **Planning Board alternate** – Ms. Alexander will ask the Planning Board to appoint an alternate to the EDC.
- **Status of Former McDonald's building in Kelley's Corner** – Ms. Alexander will ask the Town Manager's office if they have contacted the owner of the McDonald's/K-mart parcel in Kelley's Corner for updates and information.
- **EDC Website** – Mr. Tindal will investigate creating an easy-to-use website for the EDC.
- **Minutes** – The EDC approved the 6/19/08 minutes unanimously.

The meeting adjourned at 9:40 PM.

