

Minutes

Town of Acton Economic Development Committee (EDC) **June 18, 2009**

Attendees: Joe Ianelli, Kristin Alexander (staff), Doug Tindal, Dick Calandrella, Leigh Davis-Honn, Nick Francis, Sarah Fletcher (Exec. Dir. of Middlesex West Chamber of Commerce), and Nancy Dinkel (visitor)

- It was decided that Leigh would present her Marketing/Tourism outline at the next meeting.
- It was decided that the separate workgroups for new and existing business would probably be converged. The existing/new business development workgroup(s) will be discussed at the next meeting.
- Joe Ianelli as workgroups coordinator will try to ensure each workgroup knows important items under discussion by every other workgroup, and that workgroups follow the programs agreed to by the EDC.
- Chris Pappas agreed to take on the Application Inquiry Response workgroup centered on first response to incoming business-related issues / problems / questions that come to the EDC.
- Requirements of the open meeting law were discussed.
- Demographics workgroup data collection is ongoing. Nick Francis will bring the demographic information he has found thus far to the next meeting.