

Town of Bolton
Economic Development Committee (EDC)
Minutes to EDC Meeting
Monday February 1, 2010
Town Hall, Bolton
Final

Attendees:

Jennifer Atwood Burney (Town Planner)
Helene Demmer (EDC)
Stephen George (EDC)
Ray Grenier (EDC)
John Karlon (EDC)
Lysa Miller (EDC)
Chris Nelson (EDC)
Reta Rupich (EDC)
Eileen Schomp (EDC)

Not Present: James Riseborough, Bruce Slater and Dan Weadock

Next meeting proposed: March 1, 7:30pm Town Hall, Bolton

Minutes

- First order of Business was to swear in Appointed EDC members, performed by Town Clerk, Pam Powell. The 8 of the 11 members (listed above) were sworn in, (3) missing were James Riseborough, Bruce Slater and Daniel Weadock – will be sworn in separately
- Elected Chair, Vice Chair and Clerk: Chris Nelson, Chair; John Karlon Vice Chair and Helene Demmer Clerk.
- Defined Mission Statement: To help attract, retain and grow businesses and jobs in Bolton to improve the economic environment and quality of life for its residents and meet the long term needs of the community.
- The group decided that before we break out into subcommittees, we should focus on an initial discovery phase, meaning, we spend the next several weeks obtaining as much information as possible
 - Jennifer to send out a list of all the businesses in Town
 - Group should look at the list and pre-determine which businesses to individually target
 - Group should start thinking of ideas for a questionnaire – to ensure consistency when we survey businesses – as well as items we want to discuss with businesses/items to work on > Ideas/thoughts should be forwarded to Chris Nelson
 - The goal will be to survey businesses (one-on-one in person) to understand what factors will impact attracting and retaining business in Bolton.

- When we meet again, we will work on splitting up the list and developing the questionnaire – so we can hit the ground running.
- Group also talked about starting a web-site for local businesses and residents to access, Lysa Miller is getting examples from other towns, including surveys, to be used.

Jennifer Atwood Burney is applying for Bolton to become an **Economic Target Area** – through the Massachusetts Office of Business Development, which will allow the town to participate in tax incentive programs, and redevelopment programs to assist the town in addressing the 41% commercial vacancy rate. – Jennifer has recently applied for a grant through DHCD and will this month be applying for another grant through MAPC which will provide a consultant to work with the Town on defining its zoning and architectural guidelines for a village overlay district to bring it to Town Meeting for approval.

- Group likes Mondays to meet, but will provide their availability to Chris Nelson.