

## **Meeting Minutes from 23Jan2017**

### **Attendees:**

Erik Neyland (Chairman)  
Rick Bernier (Vice-Chairman)  
Helene Demmer  
Bruce Slater  
Gwen Cook  
Erica Uriarte (Town Planner)



### **Notes:**

#### **Agenda Item #1: Adopt a Pole Wrap Up**

- Wreaths will be removed within a week by DPW
- Post thank you to participants one final time on facebook (Erik)
- Submit article to Bolton Independent (Helene)
- Send hand written notes to 14 participants (Gwen)

#### **Agenda Item #2: Investigation of Banner Brackets for Utility Poles**

- Rick will look into pricing and options (Rick)
- Try to make a final determination by Memorial Day
- Pick a subset of poles for initial roll out

#### **Agenda Item #3: Brochure Update**

- Continuing to go through edit cycles with Minute Man Tech. Try to complete by Spring to allow time for printing before end of Fiscal Year (Rick & Erik)
- Continue to research printer options (Rick)
- Start to think about Coupon Insert

#### **Agenda Item #4: Welcome Sign Update**

- Helene working with Bob Roemer to reinforce sign posts. Bob will finalize work in Spring
- Bob is contacting Mass DOT about the location of the 2<sup>nd</sup> sign
- Helene working with Robert Johnson on sign lighting options.
- Sign went up this past summer. Will send a letter in spring expecting maintenance cost of 50 dollars previously approved by participants in the fall (Erica).

#### **Agenda Item #5: Website Update**

- Need to review and work on all information before going live.

### **Agenda Item #6: April Business Breakfast Planning**

- 4<sup>th</sup> annual business breakfast will be held April 26<sup>th</sup> at 7:30am to 9am
- Looking into guest speakers. Karyn Polito possible?
- Potentially hold at Slater's

### **Agenda Item #7: Current Business**

- Updated status on Social Media and stories posted
- Master Business List is still currently being updated

### **Agenda Item #8: New Business**

- Erica informed us about Babacool Art Studio and Headwall Photonics moving into Bolton Office Park.

### **Agenda Item #9: Vacant Commercial Space and Available Non-residential Land**

- Erica is still working on this list (Erica)