

Medway Economic Development Committee
Medway High School – Room 138 – 88 Summer Street
October 17, 2012

ECONOMIC DEVELOPMENT BOARD MEMBERS PRESENT:

Ray Himmel, Ann Sherry, Paul Yorkis, and James Brynes

ALSO PRESENT: Claire O’Neill –Economic Development Director
Amy Sutherland, Meeting Secretary

The meeting was opened at 7:00 pm.

The new Economic Development Director, Claire O’Neill provided an introduction to the Committee.

The Economic Development Director began an overhead presentation to the Committee. This included a visual showing an Inventory of Existing sites available for development.

There was discussion about gathering more information about incorporating infrastructure information. The Committee would also like to have a consistent template for marketing purposes.

The Committee next reviewed and inventory of the existing businesses. One of the goals will be to create a list of priority contacts for the existing businesses.

Member Sherry volunteered to assist with this.

The Committee also recommended adding the water and sewer capacity on the noted sites.

Commercial and Industrial Properties FY 2013:

The EDC Director provided the members with a copy of the Town of Medway Commercial and Industrial Properties dated FY 2013.

This is a listing sheet which provides various information relative to noted Commercial and Industrial Properties. The properties have seemed to have held their values.

One of the goals will be to work with Fran at looking at the open space areas in Town. The Committee also discussed that some of the properties have some conservation concerns such as vernal pools, wetland and areas which fall under the rivers act.

Existing Businesses in the Town of Medway:

The Committee is in receipt of a matrix with the various businesses in the Town of Medway.

The figures are based on 2010 data. The public institutions have been removed. Verizon is not listed.

Verizon has two different types of employee's management/call center employees and technical workforce in the field employees. There are two operations in one facility. All technical dispatch come from there but there is a call center.

It was indicated that with businesses such as Classic Properties, they do not have employees, but mostly independent contractors.

Develop Promotional Materials:

Claire would like to develop promotional materials showcasing the Town of Medway.

The Committee reviewed the websites from the Town of Bolton and the Town of Grafton.

There was discussion that the Town of Medway is currently part of Virtual Town Hall and some of the information on the Economic Development Committee website could be updated to include more in depth information regarding business development.

The fact that Medway is a Green Community is something that should be noted.

Member Himmel likes the bulleted form which gives immediate feedback for specific forms.

The Committee agreed that this could be added to the Virtual Town Hall site.

The group needs to figure out what would the Town of Medway's road map look like visually?

The first step in the process is to have anyone inquiring about business space to contact Claire.

Claire will explore pursuing the cost of a web designer. This could possibly be part of a capital item.

The Committee discussed incorporating Facebook and Twitter.

Claire indicated that there are funds available through the regional economic development. She will be pursuing this.

The goal of the Economic Director is to communicate and talk directly with the businesses in Town. Her approach is to meet people and have conversation with the various businesses to find out what seems to be working and what might need to be improved.

Zoning and Bylaw Ideas:

Member Yorkis communicated the Economic Development Committee that he attended the Planning and Economic Development Committee meeting to discuss the ideas relative to the Zoning and Bylaw ideas.

The meeting went very well and the committee was appreciated and interested in working forward to addressing some of the recommendations.

The next step would be to figure out short and long term goals. The Committee needs to determine what the priorities are. For example, one short term goal might be revising the parking bylaw. This could happen very quickly. This change could benefit economic development for Medway Commons, since it would allow more buildable space and less parking area.

A long term goal might be to look at the setback rules and regulations.

On a motion made by Ray Himmel and seconded by James Brynes, the Committee voted unanimously to allow the subcommittees to prioritize the Zoning Bylaws and the Rules and Regulations.

This information will be reported back to the Economic Development Director.

The title research for the Oak Grove/Bottle Cap Lots continues to be underway.

Other News/Reports:

- Medway Clean Sweep will be Saturday April 27, 2013. The EDC discussed taking part in this event.
- The EDC would also like to get involved in sponsoring some type of event for Medway's 300th Celebration.
- The Committee discussed hosting an event at Medway Mills. The contact for this is John Green.
- The Committee discussed that it might be a good idea to have a booth at Medway Pride Day. This event is scheduled for the third Saturday in May.
- The Committee also discussed possible doing a group event with State Agencies, Politicians and Businesses. One of the suggested locations was Cybex.
- Member Sherry communicated that the Medway Business Council is having a meeting tomorrow night.

Minutes:

August 21, 2012:

On a motion made by Ann Sherry and seconded by Paul Yorkis, the Committee voted to accept the minutes from August 21, 2012.

March 20, 2012:

On a motion made by James Brynes and seconded by Paul Yorkis, the Committee voted to accept the minutes from March 20, 2012.

Adjourn:

On a motion made by Ray Himmel and seconded by Paul Yorkis, the Committee voted to unanimously to adjourn the meeting at 8:15 pm.

Respectfully Submitted,

Amy Sutherland

Recording Secretary

Approved November 20, 2012