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Town of North Reading
Massachusetts

TOWN CLERK
NORTH READING, MA

Community Planning

MINUTES

Tuesday, February 3, 2015

Mr. Robert Mauceri, Chairperson called the Tuesday, February 3, 2015 meeting of the Board of Selectmen to order at 6:46p.m. in Room 14 of the North Reading Town Hall, 235 North Street, North Reading, MA.

BOARD OF SELECTMEN

PRESENT: Robert Mauceri, Chairperson
Michael Prisco, Vice Chairperson
Stephen O'Leary, Clerk
Jeffrey Yull

STAFF PRESENT: Michael Gilleberto

COMMUNITY PLANNING COMMISSION

PRESENT: Daniel Mills, Chairperson
Christopher B. Hayden, Vice Chairperson
Patricia Romeo, Clerk
William Bellavance

STAFF

PRESENT: Danielle McKnight, Planning Administrator

The boards discussed a draft policy establishing an Economic Development Committee (EDC) (attached). They also discussed whether to dissolve the existing Economic Development Subcommittee; it was decided that it should be dissolved.

The following comments were made on the draft policy:

- 7 members was generally agreed to be the right number; it was also agreed that the boards should have the ability to appoint associate members
- The EDC will be appointed jointly by the Community Planning Commission (CPC) and Board of Selectmen (BOS), not just the BOS
- Whether a member of the Chamber of Commerce should be included was discussed; some felt it was a conflict while others thought it would be a benefit to the EDC
- The benefit of having representation from RMLD or other utility was questioned
- It was suggested that having a property owner on the EDC would be beneficial; it was also pointed out that most members would own property on Main Street anyway
- It was questioned whether the charge is broad enough to give the EDC the ability to discuss/address infrastructure problems, such as water and sewer
- A real estate broker or appraiser should be considered for the committee
- The chair or vice chair of the EDC should not be a member of the CPC or BOS
- We should consider removing certain specifics from the charge, such as addressing redevelopment of the Berry property, and instead use these priority topics to advertise the kind of work the EDC would be doing when recruiting. Redevelopment of the postal facility should be considered.
- The CPC will be placing this on its agenda for 2/17 to discuss the charge in greater detail, now that it will be a joint appointing board

Mr. Prisco moved, seconded by Mr. O'Leary and voted 8-0: (Mr. Foti and Mr. Pearce absent)

that the Board of Selectmen and Community Planning Commission vote to dissolve the Economic Development Subcommittee.

Mr. O'Leary	Aye	Mr. Hayden	Aye
Mr. Prisco	Aye	Mrs. Romeo	Aye
Mr. Yull	Aye	Mr. Mills	Aye
Mr. Mauceri	Aye	Mr. Bellavance	Aye

Mr. O'Leary moved, seconded by Mr. Yull and voted 8-0 (Mr. Foti and Mr. Pearce absent)

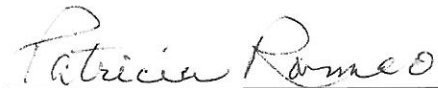
that the Board of Selectmen and Community Planning Commission vote to accept the first reading of the charge of the formation of the Economic Development Committee per the attached document.

Mr. O'Leary	Aye	Mr. Hayden	Aye
Mr. Prisco	Aye	Mrs. Romeo	Aye
Mr. Yull	Aye	Mr. Mills	Aye
Mr. Mauceri	Aye	Mr. Bellavance	Aye

-It was decided that appointments to the new committee would be made at the March 3, 2015 CPC meeting.

Adjournment at 9:15PM

Respectfully submitted,



Patricia Romeo, Clerk

//DRAFT//

Policy Establishing an Economic Development Committee

There is hereby established a seven (7) member Economic Development Committee (EDC) to advise the Community Planning Commission (CPC) and the Board of Selectmen (BOS) on matters related to current and future economic development in the community.

The purposes of the Committee are to advise the BOS, CPC, and the Town Administrator (TA) on matters of policy related but not limited to:

- Develop an Economic Development Strategy consistent with the town's Community Development/Master Plan and Objectives established periodically by the Board of Selectmen (BOS);
- Developing a plan for the reuse of the old JT Berry Property being acquired from the State
- Develop "local Tax Incentive Program" to stimulate redevelopment on underutilized or abandon commercial property. (Primarily Concord Street and Route 28)
- Within the Economic Development Strategy, work with staff to obtain additional grants for State and Federal economic development;
- Establish an Aesthetics Beautification Program for BOS and CPC Approval and implementation.
- Advise the Board of Selectmen, CPC, and any other Town departments or official as appropriate, on matters related to economic development in the community;
- Establish and maintain an ongoing dialogue with business owners and owners of major properties on a pro-active basis to understand how the Town can work with them to achieve their plans;
- In order to achieve the above, review options to funding economic development activities in cooperation with other civic organizations.
- Work with State Legislators to identify available Economic Development funds that could be used to upgrade and expand the Town's infrastructure.
- The Committee will be made up of seven (7) members appointed for 2-year terms. In selecting the Committee membership of 7 members, the Board of Selectmen shall appoint all members and shall give consideration to members representing the following interests within the community:
 - Member or designee of the Reading/North Reading Chamber of Commerce;

- Member or designee from the utilities serving the community, including electric, gas, internet access, cable TV, or others;
- Merchants or businesses from the downtown area of Reading;
- Residents of the community who do not represent the above groups, and who have expertise in planning, economic development, finance, business management, construction, training and education, marketing, or other areas of expertise and experience which would assist the community in attracting appropriate businesses to the community and otherwise carrying out the mission of the Committee.
- A member of the Board of Selectmen.
- A member of the Community Planning Commission.

In addition, Associate Members maybe appointed by the Board of Selectman, for 2-year terms.

This Committee shall administratively fall within the Community Planning Commission (CPC). Town staff, (on an as-needed basis) can be assigned to assist the EDC with prior approval granted by the Town Administrator.