

Meeting Minutes
Economic Development Committee
Town of Wayland
May 8, 2014

Present: Sam Potter, Jean Milburn, Jim Grumbach, Nick Willard, Becky Stanizzi, Dave Watkins
Others: Sarkis Sarkisian, Cherry Karlson (partial)

The meeting was called to order at 8:40 a.m. in the office of the Town Planner.

Sarkis reminded EDC that we need to follow the correct form in preparation of our meeting minutes. When approving minutes, we must document specifically what set of minutes is to be approved by stating the date of the minutes being approved in our agenda.

The minutes of the May 1 meeting were reviewed and several suggestions for edits were made. Due to the complexity of the edits, Dave will bring us a second draft next week.

Chair Stanizzi reminded the group that our role relating to the River's Edge project has entered a new phase. The project is now in the purview of the BoS, with the developer selection process delegated to the super-committee to be created by BoS. We will help prepare the RFP to the extent that the BoS asks for our assistance, after that our efforts end. To that end, we need to consider where to focus our time and energy next. Also, everyone should start thinking about how we can find volunteers who might fill the two empty seats on our committee (Nick Willard has now resigned officially from EDC).

Sarkis informed the group that a state official from the IG's office will visit Wayland to provide information overview about the Municipal bidding process that must be used when a town sells property. This will help all staff, officials and volunteers become familiar with the details of the process.

The group discussed the lawyers and consultants who may be needed during the next steps of the River's Edge process, considering the types of expertise that may be needed by the super-committee and the BoS. Funds remain in the River's Edge EDC budget to contribute to meeting these needs. We will need to be able to report to BoS the remaining balance and what percentage of anticipated expenses it is likely to cover.

Sam Potter stated that Mark Lanza has a great deal of relevant municipal legal experience and will be invaluable for addressing issues that arise. Becky will pull together a scope list of the legal work to be done beyond the municipal issues. Firms that may be of interest are: Nixon Peabody, Murtha Cullina, Mirick O'Connell, Bowdich & Dewey. Jim Grumbach will ask Dan Hill if he has recommendations.

Cherry Karlson, now confirmed BoS liaison to EDC along with Joe Nolan, attended part of the meeting to "touch base" on BoS coordination. We briefly discussed how EDC might be of service to BoS in the

preparation of the RFP. We reviewed a draft charge and draft legal scope pulled together to help BoS, as suggested; Cherry offered comments to add prior to sending for inclusion in BoS packet on Friday. River's Edge will be on the BoS agenda on Monday, Becky will attend to review charge, legal scope and potential schedule items with BoS members.

Next meeting May 15, same time. Meeting Adjourned at 10:55 a.m.

Respectfully submitted,
Jean Milburn