

## **EDTF Meeting Minutes 2/24/2014**

**Opening:** The regular meeting of the EDTF was called to order at 6:15 PM at 127 Hartwell St, West Boylston by Chair John Hadley

**Present:** Chair John Hadley, Pat McKeon, Chris Rucho, Bill Chase and Maryann Schelin. Bob Caron has resigned

**Agenda:** Minutes approval, sign update, new ideas to bring business in, update on round tables, adjournment:

- Review of damage on existing sign to be looked at
- Request Leon to invite area commercial brokers for their participation on how we can attract new business to the Town and invite them to our next EDTF meeting: Contact commercial firms such as Glickman Kovago, A. Murray and Kelleher & Sadowsky
- Request Leon to send out a notice to contact property owners on Huntington Highway and Hartwell Street to meet with EDTF and discuss interest of potential buyers and renters
- Pat McKeon's daughter at West Boylston High School has agreed to head the project of collecting emails and contact information from area Businesses. This would enable EDTF to contact and communicate with businesses in Town for roundtable and advertising on the Gateway Signs
- Contact the Scouts to recommend as their Eagle Scout project about building and erecting a Kiosk for the Rail Trail
- EDTF recommends to advertise West Boylston's tax and electric rates to attract New Business along with a Banner on the Town Sign " **Advertise Your Business Here**"
- Check with Mark Brodeur concerning the existence of a Welcome Package for New Businesses entering West Boylston

### **Update on Round tables:**

**The Town Administrator coordinates a Project Roundtable process with the EDTF. This informal discussion includes representatives from various Board and Departments to review applications involving multiple departments. It allows an initial look at the plans, a chance for officials to ask questions, and relay to the applicant an expectation of what is to come and what needs to be done in a timely fashion.**

**Adjournment: 7:30**

**Next Meeting: March 31, 2014**

Maryann Schelin