

Meeting Date 11/17/2014

Time 6:30 PM

Economic Development Committee

Sterling Town Hall

Room 201

Jim Patacchiola  
Chairman

### Agenda

1. Chairman calls the meeting to order
2. Roll Call (record names of members in attendance or absent)
3. Other Attendees (Chairman should recognize other additional officials present & list names)
4. Review/Approve/Vote on Past Meeting Minutes (note who voted, note who abstained)
5. Reports
  - o Small Business Permitting Guide update
  - o Rt. 12 Zoning MRPC update
  - o Economic Development Committee budget
6. Appointments
7. Public Session (sign-in-sheet)-Chairman must recognize public before speaking & no action or discussion of issues may be entertained at this time-issues may be rescheduled to a future agenda if action needed or requested.
8. New Business ( newsletter, pamphlets, meeting forms & procedures)
9. Unforeseen Issues (no action to be taken on these items unless emergency in nature)
10. Announcement/Correspondence (includes letters, e-mails, phone calls received/sent)
11. Next Posted Meeting Date (unless otherwise notified)
12. Adjournment (Chairman must entertain a motion to close meeting)

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10:00AM