

Economic Development Committee, Meeting Minutes

Meeting Date: September 22, 2014

Committee Attendees: Jim Patacchiola, Lindsay Lucarelli, Brian Kindorf, Paul Rehrig, Mike Pineo,

Apologies: Jeff Donaldson, Brian Patacchiola,

Minutes taken by Lindsay Lucarelli

- I. Opening: 6:30pm
- II. July Meeting Minutes – will review at October meeting. To be provided by Paul Rehrig.
- III. EDC Committee Prioritization
 - a. Rt. 12 Zoning
 - i. Committee Chair to submit a formal letter to MRDC requesting grant resources for the town of Sterling. As detailed in a EDC meeting with MRDC several months ago, November 2014 is the deadline for application regarding work initiation in January 2015. (Jim and Jeff)
 - ii. ***Pending item for Chair to provide to MRDC:*** MRDC can find zoning district definitions and simple matrix on pages 8-9 on the Town of Sterling website at http://www.sterling-ma.gov/Pages/SterlingMA_Clerk/forms/protective.pdf.
 - b. Permitting Guide for Small Businesses and Entrepreneurs
 - i. EDC committee is targeting the completion of the Sterling, MA Permitting Guide in 2014.
 - ii. A draft will be submitted to each of the town's committee leaders to modify and resubmit a draft of their respective sections of the permitting guide. Lindsay Lucarelli to spearhead with other committee leaders. The following time tables are targeted:"
 1. 2 weeks - Confirmation of a designated committee collaborator from each group to be confirmed within 2 weeks of Lindsay Lucarelli's email.
 2. 30 days – 1st draft from each town committee of their respective areas.
 3. 60 days – final draft from each town committee of their respective sections.
 - c. Highlighted town Properties.
 - i. Specific properties around Sterling have been highlighted amongst committee members to track and exemplify in accordance with committee's fundamental tasks and objectives. These properties are not

the responsibility of the EDC, but rather referenced and monitored on a regular basis through EDC discussions and projects. Properties are:

1. Webster Property – Rt. 12
2. Sterling Inn – Rt. 12
3. Downtown Baptist Church – Sterling Center

IV. Restructuring of Board – add to October agenda

V. Adjourned – 7:48pm

Next EDC Meeting: Monday, October 27th at 6:30pm in the Town Hall Building.