

**Economic Development Committee
Monday, 25 April 2016 Meeting
6:30 pm**

Attendees:	Chair, Jim Patacchiola Treasurer, Brian Kindorf Michael Szlosek	BOS, Maureen Cranson Secretary, Rosanne Mapp
Non-attendees:	Richard Maki Paul Cathcart	Vice Chair, Mike Pineo
MRPC:	Chantell Fleck	John Hume
Guest:	Lex Thomas, Meetinghouse Hill News, SLCT	

Call to Order: 6:35 pm

Meeting Minutes: Will approve at next meeting, no quorum

Signed Contract from the MRPC to the Town of Sterling presented to the Committee (Maureen Cranson).

Chantell: Reviewed information for the Public Forum on the following. Some discussions and changes should be made before printing.

**Scope of Work
Forum Agenda**

**Flyer
Draft Questions for Forum**

Discussion/Actions: 2 June Public Forum

- *Maureen* will contact SLCT to film the event.
- *Rosanne* will work on flyer--in process (26 Apr 16)
- Email account should be created: suggested edc@sterling-ma.gov. all accepted.
- *Jim* to contact Kama to request implementation. **Task complete (25 Apr 16)**
 - *Rosanne* to follow up with Kama in morning (26 April 16).
- E-mail account to be placed on Flyer (complete 26 Apr 16) and Press Release.
- *Rosanne* will contact the DPW and the Light Department requesting the Electronic Signs be utilized for the Forum one week prior to the event.
- *Chantell* Press Release to be distributed to: Clinton Daily Item, The Landmark, Sentinel Enterprise, Worcester T&G, SLCT.
- *Chantell* (MRPC) will provide all printouts, easels and poster paper for the Forum.
- *Chantell* and *Rosanne* to do taping on EDC with SLCT, Tuesday, 26 April 16 @ noon. to promote EDC and the Public Forum.
 - *Mike S* will assist if available.

Needs for Public Forum:

Committee Members: to be facilitators for the Public Forum
distribute flyers around town.... via email....

Chantell and Lex Thomas departed the meeting

Treasurer Report. Brian. No Change. No expenditures.

BOS Report: No input.

Old Business: Completed

- *Rosanne* has reserved the Chocksett Middle School Cafeteria for this event. Reserved from 5-10 pm.
- *Rosanne* invited Lex Thomas to EDC Meeting 25 April 16.
- *Chantell* and MRPC will provide refreshments. Fee TBD
- *Jim* met with BOS to request date for Forum....

Old Business: OPEN/Ongoing

- *Mike S* Invite State Officials, Local Officials, Flanigan, Ferguson, Naughton, Business Owners, Residents, Boards, Committees, Departments, etc

Business Questionnaires. *Paul* and *Brian* are preparing to interviewing businesses for their input, long term needs for expansion, etc. Has requested information to provide a list of services the Town can/does provide to (i.e., Department/contacts) They will address 5-6 Business at a time. Initial concentration on larger businesses, followed by smaller Businesses

Tri-fold Brochures. *Rosanne* continues to work on tri-folds. Still searching for information from town departments, i.e., Town Clerk, Recreation Department. *Mike P* asked if this has been budgeted yet (not as yet) and suggested that printing be done via Monty Tech. *Rosanne* requested input for tri-folds.

- Expects to have 1-2 of the Trifolds to hand out at the Forum

Notes of Interest.**NEXT MEETING: Monday, 22 May 2016, 6:30 pm.**

Meeting Adjourn 8:06 pm.

Motion Jim P

1st. Brian

2nd. Rosanne

All in favor.