

**TOWN OF STERLING**

**ECONOMIC DEVELOPMENT COMMITTEE**

A meeting of the Economic Development Committee for the Town of Sterling was called to order at 6:30 p.m. on Monday, January 27, 2014. Those in attendance were: Jeffrey Donaldson, Brian Kindorf, James Patacchiola, Michael Pineo, and Paul Rehrig. Mr. Donaldson, chair of the committee, called the meeting to order and Brian Kindorf kept the minutes of the meeting.

**First Agenda Item** - Kevin Sanders, Secretary resigned from the committee. Brian Kindorf and Paul Rehrig agreed to temporarily share the Secretary's duties.

**Second Agenda Item** – The committee discussed the recently completed “Capstone Project” by Clark University students. Consensus was disappointment with the outcome. In the future, if this opportunity presents itself the Committee will provide more specific direction to students.

**Third Agenda Item** – 2014 Committee Goals are discussed. They include:

- Continued work on the business database. Possible release to the public.
- Potential small business gathering
- Ambassador visits to businesses currently located in town
- Public Relations & Marketing of the Committee and the town
- Have other departments present to the Committee on current status and future plans
  - DPW
  - Electric Company
  - Building Inspector
  - Town Administrator
  - Planning Board
  - Other committees that work with businesses on a regular basis

**Fourth Agenda Item** – The committee discussed ways to make Sterling more attractive to prospective businesses. Suggestions included:

- Look at Lowell as a model to attract female business owners
- Review Sterling's process for assessing inventory tax
- Researching loan opportunities for businesses that the Committee could assist with
  - Suggestion to contact the Rural Development Office in Holden for additional information. Mr. Pineo offered to follow up on this.
- Look at Westford & Boxford as good examples of planning and development
- Researching other towns' efforts might be a good task for an intern was suggested.

**Fifth Agenda Item** – The committee voted unanimously to support Lindsay Lucarelli's application to become a member of the committee.

There being no further business to come before the committee, upon motion duly made and seconded, it was unanimously

VOTED: To adjourn.

Adjourned as voted.

Brian Kindorf, Secretary *pro tem*