

## Economic Development Committee

November 20, 2023

Butterick Building, 1 Park Street, Sterling, Room 205

### Minutes

The meeting was called to order at 9:00am by Chair Jim Patacchiola.

**Present:** Jim Patacchiola, Paul Cathcart (via zoom), Mark Stoever, Dick Maki, Brian Kindorf,

**Also Present:** Stephen Wallace (Town Planner), Bill Caldwell (Town Administrator), Paul Austin (FinCom and Capital Cmte), Brian Mouradian (DPW)

**Approved:** Motion to approved Minutes of the October, 2023 meeting was made by Dick Maki, seconded by Jim Patacchiola, approved unanimously.

**Future Meetings.** The next meeting will be held on January 22, 2024. There will be no meeting in December.

**Treasurer's Report.** Dick Maki distributed copies of the Budget Summary for FY'24. Total is \$19,439.58

**Town Center Engineering Update.** Ryan Mouradian (DPW) updated the Committee on the Town center drainage system. Several pipes need upgrading/upsizing and new drainage will be needed downtown. There are currently two water mains on Main St. One is old and unreliable and should be eliminated. All services will then be shifted to the newer line. A model run will be done first (by December) to make sure this all works. Above ground work will also be needed (sidewalks, etc.) A good draft of the improvement plan should be done by January or February.

Design plans should be completed by May so we can apply for grants and, hopefully, find out next October if our applications were successful. (One Stop For Growth grant program will open in May-June.) Once funded, we're looking at a good year of construction. We should probably wait for storefront rehab until after the drainage project is completed. Mr. Mouradian suggested getting one contractor for the whole project. Bill Caldwell is the point person for the project.

**FY 2025 Budget.** Jim Patacchiola distributed a draft of the FY'25 budget request. Paul Austin (FinCom) attended the meeting to discuss the budget. Current budget is for \$16,000; FY'25 budget requests 16,300. It includes money for: downtown renovation; Johnny Appleseed Visitor Guide advertising (half page ad twice a year); Public Relations (it was suggested that this item be re-titled to something that reflects the

Performance Zone); Townwide Clean-Up Day; and Celebrate Sterling. There was a discussion of additional marketing options for Town activities. Dick Sheppard suggested adding money for banners to be hung across the street to advertise Town events, and money should be added to help cover the planned Public Forums on economic development. Paul Austin said that the budget will be due in January, 2024

**Town Administrator Update.** Bill Caldwell updated the Committee on Maple Street sidewalks (out to bid) and septic system behind 27 Maple St.

**Town Planner Update.** Steve Wallace looked into the cost of an entry sign from different sign companies. Add-A-Sign has given an \$8,000 estimate; Connor signs and graphics estimated \$5,300 for a 4x8 sign, \$2,600 for a 4x4 sign.

**Next meeting** is scheduled for January 22, 2024 at 9 am. **There is no meeting scheduled for December.**

Meeting was adjourned at 10:43.

Submitted by Melissa Chalmers, recorder