

**Economic Development Advisory Committee
November 15, 2010**

Attendance: Present were members Greg Johnson, Eric Stanley, Gus Lerandau, Bill Hutwelker, David Krisch and David Cairns. Also present was Town Administrator Elizabeth Fox.

The meeting was called to order at 5:05 p.m. by Chairman Johnson.

Minutes of the meeting of September 13, 2010 were approved with correction to spelling of a member's last name –Krisch.

Election of Officers for the upcoming year (through November 2011): Greg Johnson nominated a slate to include David Cairns – Chair, David Krisch – Vice Chair and Eric Stanley as Secretary. The slate was voted in the affirmative by members.

David Cairns assumed the Chairmanship thanking Greg Johnson and Gus Lerandau for the leadership provided EDAC in the group's first few years.

The group's report to Selectmen on 10/19 was discussed with members who attended reporting. Copy of the report provided Selectmen will be forwarded to members. It was agreed that the group should continue to report annually to Selectmen. Any formal feedback from Selectmen will be forwarded to EDAC members.

A summary of activity related to the business mailing was provided to members – Attachment #1. Cairns request staff summarize the comments received from respondents and distribute that information to the group. It was requested staff follow up acknowledging Doug Hamshaw's request to be contacted. The agenda for the next EDAC meeting will include a review of the portions of the list that were non-respondent to allow EDAC to assess what next steps might be prudent for outreach to these businesses.

The group's agenda for the upcoming year was discussed. Discussion focused on publicity efforts aimed at raising the town's and group's visibility. Ideas such as a brochure or public service announcement (Channel 8) were discussed. Other ideas included hosting of an open house for those who responded to EDAC's query for information and a program of business visitation (perhaps on a quarterly basis). Partnering with other committees or groups was discussed.

The group's 2011 funding request was discussed with members concurring to request \$3,500 in 2011. The group also agreed that consideration should be given earlier in the year, perhaps in the spring or summer, to the future year's work plan and developing the budget based on the work plan.

Cairns requested that the group's regular agenda include an item for discussion of future agenda items.

Next meeting was set for December 13, 2010 at 5 p.m. at Town Hall.

Meeting adjourned at 5:50 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator