

EDC Minutes – 4 June 2015

These are the meeting minutes from the Economic Development Committee (EDC) of the Town of Acton, Massachusetts. The meeting took place on 4 June 2015 at the Acton Town Hall in Room 204.

The meeting was called to order at 7:30 by Nancy Dinkel.

Present: Allan Gulliver, Ann Chang, Chingsung Chang, Derrick Chin, Dick Calandrella, Josh Fischel, Larry Kenah, Nancy Dinkel

Not present: Bharat Shah, David Foley, Doug Tindal

At the start of the meeting, Nancy Dinkel observed that she had served as EDC chair for more than three years. She asked members to think about “elections” for chair, vice chair, and clerk.

Summary

Public Participation (1)

There was no public participation.

Meeting Minutes (2)

The minutes from the EDC meeting on 21 May 2015 were approved with no changes.

Board of Selectmen Report (3)

Ann Chang reiterated EDC support for sewers in West Acton.

We used this agenda item to continue our discussion of the job description for the Land Use and Economic Development Director.

We talked about the note that the EDC sent to the Board of Selectmen (described in the minutes from the 21 May 2015 EDC meeting) and the BoS response.

- The response stressed the need to post the job quickly. In light of this need, there would be no second hearing on a revised job description.

Dick Calandrella volunteered to send one more note to other committees asking for their support for another hearing on the revised job description. (Dick sent such a note shortly after the meeting ended.)

We also discussed the possibility of requesting a hearing during the public comments section of the BoS meeting scheduled for the following Monday (8 June 2015).

Acton 2020 Update (4)

Larry Kenah reported that he was almost caught up with Kelley’s Corner Steering Committee meetings. The KCSC had met early in the morning of 4 June so Larry gave a quick verbal update of that meeting.

- There were some retrospective comments on the 7 May 2015 public workshop.

- The committee is helping the external consultants to create a final report on what we have all learned over the past eighteen months.

We continued to discuss Kelley's Corner for a while longer.

Several EDC members had attended the public workshop. (Larry Kenah did not.)

Ann Chang pointed out that the remaining single family dwelling on Main Street (across the street from Quill and Press) is now for sale. We might expect to see more construction similar to the new buildings on Main Street closer to Route 2.

Larry Kenah attempted, with only some success, to explain how the master plan zoning option would work.

Mission and Goals and Objectives (5)

Larry Kenah sent the version of the Mission, Goals, etc document to the committee members on 22 May 2015. Both Ann Chang and Bharat Shah replied with comments. Those comments have not yet been incorporated into a next revision of the document.

Larry Kenah suggested that we assume that the document is more or less complete and that the committee should focus on next steps. In particular, we should move beyond writing to action. To that end, Larry suggested that we figure out what to do with this document that we have spent so much time on.

- What are the key messages that we, the EDC, want to deliver to the Board of Selectmen and to the town manager.
- How will we, the EDC, present ourselves to the Economic Development Director when a person is hired to fill that role?
- What is the so-called elevator speech for the EDC?
 - An elevator speech is a two-minute or shorter response to questions such as "What is the EDC?" or "Why is the EDC important to the Town of Acton?"

In moving from writing to action, Larry asked each committee member to come up with two or three projects that we should start to work on immediately. Our work over the past several months has generated many worthy projects but we have a pretty good idea about which projects are most important. Larry also suggested that we pick a couple of "quick wins", projects of some immediate importance that can be completed over the next two or three months.

Rest of Agenda (6..9)

There was no action on any of these items. Once we get past the mission and goals exercise, we will figure out what to do with these agenda items.

Upcoming Meetings (10)

In Closing

Before we adjourned, Derrick Chin gave a brief update on Brookside shops. The update focused on trash removal and deliveries taking place during allowed time frames.

The meeting adjourned at 9:18 pm.

These minutes were recorded by Lawrence J Kenah, EDC Clerk.