



Town of West Boylston
140 Worcester Street
West Boylston, MA 01583

Economic Development Task Force
Meeting Minutes

Meeting Date: 10-24-2022

Attendees: Kristina Pedone, Marc Frieden, Sarah Miles

Meeting was opened at 5:31 p.m.

Mr. Frieden motioned to approve the meeting minutes from 9/12/2022 meeting. Ms. Miles seconded. All approved.

Reviewed list of businesses in West Boylston. Task Force will need to review some of the information we were able to get from the Town Clerk, which was a DBA (doing business as) list. Ms. Pedone did get a list from the local Chamber of Commerce, which includes members. We will put these lists together. Committee discussed ways of getting good information from businesses, including posting on facebook, a google form, or some other electronic form. Ms. Pedone plans to meet with the Town Administrator regarding support for these efforts.

We do not have an answer to whether removing the Gateway sign application form from the approved policy online needs a Select Board vote. Ms. Miles will forward the email to Ms. Pedone.

The website updates have not yet been completed.

The committee reviewed the business engagement discussion document prepared by Mr. Frieden. One interesting idea was a business improvement district (Hudson), or some that assist with grants to businesses looking to improve the area (Wilmington, Arlington). Other ideas included awards for businesses. Ms. Pedone commented that seemed to be something we could do quickly. Ms. Miles suggested we could do a "best of WB" or something to that effect, and that we should engage business owners to recruit new members to the EDTF.

Ms. Pedone will speak to Town Administrator regarding any background she may have in business development meetings, as well as the web updates and some kind of system/account to store the data we are collecting on town systems so, when an EDTF member moves on, it does not get lost. We also need to discuss the appointment of two additional members that are currently vacant. These are appointed by the Town Administrator. The board would value business people in town to be appointed to the committee membership.

Ms. Pedone reviewed the items EDTF has accomplished so far in this calendar year. Ms. Miles suggested that at next Town Meeting, EDTF should give an annual report of activities.

At the next meeting, Mr. Frieden will propose an update in the EDTF mission statement.

We will hold the EDTF account update until next meeting.

The next meeting will be 12/12/2022 at 5:30 pm via zoom.

Mr. Frieden motioned to adjourn. Ms. Miles seconded. All voted in favor.

Meeting was adjourned at 6:14pm.