

ECONOMIC DEVELOPMENT COMMITTEE
TOWN OF ACTON, MASSACHUSETTS
MEETING MINUTES

Thursday, September 6, 2012 – 7:30 pm – Room 204 – Acton Town Hall

(COPY APPROVED AS OF 10/4/12)

PRESENT: Nancy Dinkel / Derrick Chin / Dick Calandrella / Chris Pappas / Dave Clough

ABSENT: Ann Chang / Doug Tindal / David Didriksen / Larry Kenah (prospective member)

GUESTS: Allan Gulliver (prospective member)

QUORUM PRESENT: Yes

Meeting called to order at 7:35 p.m. by Nancy Dinkel (Chair)

PUBLIC PARTICIPATION: None

APPROVAL OF MINUTES: Minutes approved for 6/21/12 ... 7/5/12 ... 8/2/12

PLANNING BOARD & SIDEWALK SALES: Derrick Chin mentions neighbor complaint issues with chicken on Smart Road.

Derrick says the Planning Board updated bylaws on sidewalk sales with new language for ZA1, ZA3, ZA4, and ZA5.

ACTION: Derrick will gather more description of what it means by “under canopy” and “experimentation.”

REVIEW OF MEETING WITH HDC: General discussion about edits to Draft 5 of “Process for Obtaining a Business Sign.”

ACTION: Derrick Chin will update and send Draft 6 to EDC for review.

Derrick Chin also notes that a “flow chart” is a good idea, and refers to the HDC Web site.

It was noted that the HDC provided EDC members with a copy of their flow chart and a copy of their Rules & Regulations (5-pages December 2009).

HDC also provided EDC with a copy of the HDC Design Guidelines (18-pages / July 1999)

Dave Clough noted that the Planning Department has a large presentation detailing the sign bylaw in the Historic Districts.

UPDATES ON MARKETING SURVEY / PROCESS: Nancy Dinkel says Middlesex West Chamber of Commerce (MWCO) Chair Sarah Fletcher will share links to Acton businesses (current & past), and Nancy will invite Sarah to a coming EDC meeting.

ACTION: Dick Calandrella to get copy of Marketing Survey and distribute it to EDC.

ACTION: Nancy Dinkel will contact Doug Tindal to get a copy of the cover letter

REVIEW EASE OF DOING BUSINESS: Derrick Chin says Planning Department does not provide the names of new businesses entering Acton.

ACTION: Derrick Chin to contact Roland Bartl about this list.

Nancy Dinkel also suggests that Scott Mutch or Roland Bartl be contacted with request to receive information about new businesses coming to Acton.

Derrick Chin shows map showing a “new” model for Kelley’s Corner.

Dave Clough says Roland Bartl or any other member of the Planning Department was invited to attend the next EDC meeting, but Bartl declined, saying he is tied up with 20/20.

Dave Clough also talked about “local currency” (Berkshares) coming back as a way of doing business.

UPDATES ON ELECTRONIC BUSINESS DIRECTORY: Jeoff Hall had sent out current copy of Business Directory to EDC members for review. Discussion about what is next step? It was noted that the Software Database the Town of Acton is currently working on may be a solution.

ACTION: Jeoff Hall to contact and discuss with Acton IT Director Mark Hald.

UPCOMING SCHEDULED MEETINGS (2012): September 20 / October 4 / October 18 / November 1 / November 15 / December 8 / December 20.

MEETING ADJOURNED: 8:58 p.m.

Respectfully submitted

Dick Calandrella (Vice Chair & Acting Clerk)

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