



**Economic Development Committee
Meeting Agenda**

July 1, 2010

7:00 PM

Room 204, Acton Town Hall

Subject to Change

- I. Open Mike
- II. Approval of the Minutes
- III. Current Issues – Discussion
 - Phase I - Citation Review Panel
 - Update on Public Relations: Letters and press.
 - Results of first meetings
 - Phase II
 - HDC Webpage Discussion
 - Signage By-Law Review
 - Signage By-Law Enforcement Process
 - Phase III
 - Development of ‘How To’ Pamphlet/Brochure
 - Public Relations
- IV. Demographics Team
 - Update on Data Gathering Effort in Town Hall
 - Action Plan for Completion of Database
 - Continuing review of Websites research
- V. Marketing Team
 - Update on Survey
 - Coordination with Chamber marketing programs
 - Upcoming Marketing Opportunities
 - Coordination with Business Support Team
- VI. New and Existing Business Support Team
 - Update on Identifying Retail Businesses
 - Coordination with Chamber
 - Membership
 - Team Leadership

- Calendar for 2010 and separation into two Teams

VII. Path Forward

- Pending Team Agendas
- Team Recruitment needs
- Development of Team Calendars