

Economic Commission & Development Financing Authority
Meeting Minutes

March 27, 2008, 7:30 p.m.

- Present and Absent from the meeting:

Gail Fallon	Present
Sethu Sekhar	Present
Kwaku Kwateng	Present
Nicholas Balster	Present
Peter Mezitt	Present
Gary Haroian	Present
Robert McGuire	Absent
Thomas Towle	Absent
Julie Lockner	Absent

- Minutes of ECDFFA Committee meeting of January 24 and February 28 were approved.
- Discussion led by Gary Haroian on some of the primary goals for the ECDFFA. Key goals have to do with infrastructure changes, water, sewer, zoning, tax incentives etc. :
- Nick Balster reported on research he has done on Massachusetts Economic and business development organizations. He has also contacted a few organizations. One of the key organizations that may be helpful to ECDFFA is the Mass Alliance for Economic development.
- Discussion on how other towns may have articulated their economic development objectives and activities. ECDFFA could learn from other towns' experience in this area. Gail Fallon circulated printouts taken from the town of Franklin's web-site. The information can provide ideas for the committee's action plans. Gail will e-mail the web link for the Franklin site to all committee members.
- Discussion on generating a high-level plan document for economic development in Hopkinton. The plan will list some of the important projects and road-map to accomplish it. The time-horizon for generating the document is 3 to 6 months and the plan itself will cover a period of at most the next three years. The newly elected Chairman and Vice-Chairman will assign responsibilities to all committee members at the next meeting.
- Gail Fallon will e-mail the contact phone numbers of all members to everyone on the committee.
- Discussion regarding change of name from ECDFFA to something simpler such as Economic Development Commission or something similar. Gail Fallon will follow up with Town officials.

- Discussion on minimum attendance requirements to stay on as a member of the EC DFA committee. There is much work that needs to be done. Minimum of 60 to 70% attendance in a year was proposed. However, no decision was made.
- Election for Officers was held. The following officers were elected for 2008:
 - Chairman: Peter Mezitt
 - Vice-Chairman: Nicholas Balster
 - Secretary: Sethu Sekhar
- The web-site for EC DFA, <http://towneconomicdevelopment.blogspot.com> , will be used of committee communications and useful resources.
- The meeting was adjourned at 9:00 p.m.
- The next meeting of the committee will be held on April 17, 2008 at 7:30 p.m.

Submitted by:

Sethu Sekhar
April 8, 2008