

Economic Development Commission  
Meeting Minutes of **December 13, 2016**

**Attendance:** Judy Andrade, Andre Benoit, Scott Blinkhorn, Neil Cook, Geoffrey Cooper, Ross Farrugia, Andrew Hadfield. **Absent:** James Filice, Cindy Donall, and Ulric Deojay.

Staff present – Russell Gray and Patricia Ball

**Audience of Citizens:** No Comment.

Meeting was called to order by Chairperson Geoffrey Cooper at 7:00 pm.

**Approval of Previous Meeting Minutes:** A. Hadfield made a motion, seconded by N. Cook to accept as written the 8/9/2016 regular meeting minutes. All voted in favor of the motion.

UNFINISHED BUSINESS:

**a. Phase II Industrial Park Parcel:** No new information at this time. J. Andrade made a motion, seconded by N. Cook to remove this item from the agenda. All voted in favor of the motion.

**b. Discussion of drainage issues within the Industrial Park:** P. Ball informed the commission she is working on contacting the State Department of Economic Development to get approval and/or ideas for the possibility of the Incubator site expanding its property lines to include the retention pond area. Included in the discussion was the possibility of swapping wetlands within the Industrial Park to satisfy the State requirements of open space within the park.

**c. Land adjacent to Industrial Park:** No new information at this. P. Ball will draft a letter to further the discussion.

NEW BUSINESS:

**a. Motion on acceptance of 2017 meeting schedule:** A. Benoit made a motion, seconded by S. Blinkhorn to accept the 2017 meeting schedule. All voted in favor of the motion.

**b. Incubator Site driveway expansion:** P. Ball asked the commission members for the history on the proposed Incubator Site driveway expansion. The proposal has met the requirements of both the inland/wetland commission and the planning/zoning commission. The commission anticipates a spring time frame to begin the RFP process.

ANY OTHER BUSINESS TO COME BEFORE THE COMMISSION:

ADJOURNMENT:

A motion was made by N. Cook, seconded by J. Andrade to adjourn at 7:58 pm. All voted in favor of the motion.

Submitted by,

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Patricia Ball, Economic Development Coordinator