



Economic Development Committee Meeting
Town of Southborough, MA

January 4, 2023 @7:00pm
Southborough Senior Center

RECEIVED
By K Battles at 11:28 am, Mar 23, 2023

MEETING MINUTES

1. **Call to order:** Chair Rob Anderson called the meeting to order at 7:09pm.
EDC members present: Rob Anderson (RA), Alan Belniak (AB), Julie Connelly (JC), Michael Moorehead (MM), Karen Anglim (KA), John Wood (JW)
2. **Discussion – (Vote may be taken)**
 - a. Update on the contract EDC Coordinator role [5 min]
RA is working with Vanessa Hale to get a contract for Claire Reynolds
 - b. Full-time Community Development Director position/job description
Job description needs to be revised:
 - Change director to coordinator
 - Needs to be more focused/defined as to responsibilities the coordinator will have

MOTION: JW moved to approve job description with recommendations as discussed (2nd JC)
DISCUSSION: RA opined that the full-time role would attract a more qualified pool of resumes. Select Board will need to review the job description.
Roll call vote: A Belniak-Aye, J Wood-Aye, Julie Connelly-Aye, M Moorehead-Aye, K Anglim-Aye, R Anderson-Aye (6-0-0)
 - c. Update on the January 3rd Select Board Meeting
RA updated that during his discussion with the Select Board, Sam Stivers and Andrew Dennington were in favor of the position while Chelsea and Lisa were not. Kathy Cook feels that the perception of the EDC has to be changed.
 - d. Responses to outreach to boards, departments, and committees to all EDC members re: the grant writing component of the full-time role
Not much feedback on discussion responses as the timeframe was short (since the Dec 22, 2022 meeting) and during the Christmas holidays.
 - e. Annual Town Report
Due date for submittal to the Town Administrator's office is Jan 5th, 2023.
MOTION: JW moved to approve RA and AB finalizing the report and submitting it for the warrant. (2nd JC)
DISCUSSION: None
Roll call vote: A Belniak-Aye, J Wood-Aye, Julie Connelly-Aye, M Moorehead-Aye, K Anglim-Aye, R Anderson-Aye (6-0-0)
 - f. Master Plan/EDC goal discussion
During 2023, one of the EDC's goals will focus on accomplishing the Master Plan goals as outline in the implementation schedule.

3. Public Comment

Sam Stivers – talked about focusing on grant opportunities, particularly in light of the Master Plan goals.

4. Administrative

a. Approval of Minutes from October 26, 2022

MOTION: JW moved to approve minutes from October 26th as presented (2nd JC)

DISCUSSION: None

Roll call vote: : A Belniak-Aye, J Wood-Aye, Julie Connelly-Aye, M Moorehead-Aye, K Anglim-Aye, R Anderson-Aye (6-0-0)

b. Approval of Minutes from November 14, 2022 (if available) - POSTPONED

5. Adjourn

MOTION TO ADJOURN: AB moved to adjourn the meeting at 8:44pm (2nd JW)

DISCUSSION: none

Roll call vote: A Belniak-Aye, J Wood-Aye, Julie Connelly-Aye, M Moorehead-Aye, K Anglim-Aye, R Anderson-Aye (6-0-0)

Submitted by Claire C Reynolds (for Rob Anderson)