



Milton Economic Development Committee
Meeting Minutes – 11-12-2015
WBOC Conference Room - 5:30 PM
1 The Square, Milton

1. The meeting came to order at 5:32 PM.
2. The following people were in attendance:

Committee Members:

- Mike Clark
- Michela Coffaro
- Steve Crawford
- Jim Crellin
- Alex Donnan
- Bob Howard
- Council Liaison – Councilman Kanakos
- John Collier – Milton Project Coordinator
- Lou Colon – Guest

3. The agenda was agreed to as published.
4. The minutes of the 10/8/15 meeting were presented and approved.
5. Announcements - None
6. Old Business Items:

6.1 Status of EDC Advisor for New Small Business and Discussion of Expanded Role with John Collier – Steve Crawford reported that on October 21st he met with Kristy Rogers and John Collier to start to finalize the process for this activity. During the discussion John suggested that intent of the document could be expanded. As a result, John was invited to share his thoughts. John told the members that Milton currently has the highest storefront occupancy rate seen in 15 to 20 years and therefore the EDC might want to concentrate on working to identify potential incentives by the town to get developers interested in developing commercial property for small businesses and light commercial businesses. In addition, he suggested that county, state and federal assistance should be investigated as well. Mr. Lou Colon, who has vast experience with economic development, supported this discussion with his experiences of working in Pennsylvania and Florida on economic development projects. John's view was that by attracting developers, commercial properties could be developed that will provide jobs and, perhaps more importantly, expand the tax base. After

much discussion, Bob Howard suggested and the EDC members agreed that John's thoughts and ideas could be included as a discussion item for the December EDC meeting.

6.2 Status Sustainability Subcommittee – Bob Howard reported that during recent Sustainability Subcommittee meetings, there has been much discussion about the scope of what can be done, the planning and method for accomplishing activities. All of this work will result in recommendations to be approved by Council, as some of this will require expenditures. As a result, Bob presented a preliminary draft of a Sustainability Subcommittee Presentation to Council on the Subcommittees plans. His suggestion is for the Subcommittee to give a presentation to Council at a workshop and is suggesting that this draft be the basis for a PowerPoint presentation.

Michela Coffaro stressed the need to make sure all information about this sustainability effort include the importance of sustainability to Milton and how it can make Milton a 'sustainability' tourist destination.

During the lengthy discussion, there was much talk about one of the major challenges; how to engage the town residents and the need for volunteers to support the various activities.

The discussion resulted in agreement that the Sustainability Subcommittee will provide additional information at the December EDC meeting in preparation for a presentation to the Council at their January meeting.

6.3 Status Signage Project – Alex Donnan reported that the 'Welcome to Historic Milton' sign has been installed just north on Route 5 on Route 1 South. He also reported that the design and wording of the Governor's Walk sign is completed and the sign is in the process of final bidding. Councilman Kanakos suggested that the final design be submitted back to Council for review. Alex said that the Mayor has the final design and could do this at the next Council meeting.

6.4 Status of Town Funding for Holiday Advertising and Activities to Support Effort – Steve Crawford presented the one page color ad that will be part of the Cape Gazette Holiday Booklet to be distributed the week of Thanksgiving. This ad will be in lieu of the 2 ads placed last year. As a result the EDC budget will see a \$420 cost savings from last year.

7. New Business:

7.1 Discussion of and Response to Council Resolution on EDC Spending – A resolution was passed by Council for a detailed spending plan by the EDC. During our discussion, Councilman Kanakos said that there was concern on the part of some Council people about how the EDC was using its budget. He further stated that he thought that each expenditure would now require Council approval.

Bob Howard presented a written response for EDC member review. This document detailed the potential expenditures that the EDC has identified to support various 2016 activities and operating expenses by the EDC. After review and some discussion, it was agreed that this response should be sent to Council with a cover letter and then to wait for a response as to its acceptance of fulfilling the resolution request.

The next meeting is scheduled for **Thursday, December 10th at 5:30** in the WBOC Conference Room.

Adjournment – The meeting was adjourned at approximately 7:10 PM

Respectfully submitted,

Steve Crawford

Attachment: Action Items from 11-12-15 Meeting

- **Michela Coffaro/Bob Howard – Sustainability Subcommittee Council Presentation**
- **Alex Donnan – Status of Signage Project**
- **Steve Crawford – Discussion of Expanding the EDC Advisory Proposal**
- **Bob Howard – Send letter with the EDC spending plan to Mayor and Council.**
- **Steve Crawford – List of 2016 EDC Meeting Dates**