

# **Economic Improvement Commission Minutes**

The Economic Improvement Commission (EIC) held a meeting on Thursday, November 29, 2018 at the Charlestown Town Hall, 4530 South County Trail, Charlestown, RI.

1. CALL TO ORDER: Chair Craig Marr called the meeting to order at 9:00 am.
2. ROLL: Present were Chair Craig Marr, Dominic DellaVolpe, Lorna Persson, Donna Walsh, and Victoria Wicks. Irwin Birnbaum was unable to attend.
3. MINUTES FROM MEETING OF October 23, 2018 - The minutes were approved unanimously on a motion by Dominic DellaVolpe and seconded by Donna Walsh.
4. TREASURERS REPORT: A report on all Commission expenses to date was presented along with a discussion of a preliminary budget for 2019/20.
5. TOWN COUNCIL LIAISON REPORT: None
6. BUSINESS FORUM EVALUATION AND ACTION ITEMS - As suggested by the Forum attendees, planning for a second Forum scheduled during the evening hours took place. Further discussion about the Forum feedback was deferred until after the second Forum is conducted.
7. DEVELOPMENT OF A DOCUMENT FOR THE TOWN CLERK TO DISTRIBUTE TO NEW BUSINESS: Donna Walsh will outline a draft document for discussion at the next meeting.
8. SPONSOR ZONING AND USE TABLE REVISIONS: Victoria Wicks will follow up with the Town Planner to get recommendations on the best method and timing for EIC to review and/or support any zoning and use table revisions in the Town's comprehensive plan.
9. PUBLIC COMMENT: Based on a recommendation transmitted to a Committee member, EIC will consider providing financial support to the organizers of the 2019 Holiday Stroll. Craig Marr will follow-up with current organizer Kate Bussey for feedback.
10. NEXT MEETING DATE and AGENDA ITEMS - The Commission will meet December 17th the evening of the Business Forum. Agenda topics will be:
  1. Assessment of the Business Forum with follow-up action steps.
  2. Further development of a document for the Town Clerk to distribute to new business applicants to raise awareness of the the EIC as a resource.
11. ADJOURNMENT: The Chair accepted a motion to adjourn at 10:45 am from Dominic DellaVolpe and seconded by Victoria Wicks.

Respectfully submitted,  
Victoria Wicks  
Acting Secretary