

# Economic Improvement Commission Minutes

The Economic Improvement Commission (EIC) held a meeting on Thursday, March 28, 2019 at Charlestown Town Hall

1. CALL TO ORDER: Chair Craig Marr called the meeting to order at 9:00 am.
2. ROLL: Present were Chair Craig Marr, Irwin Birnbaum, Dominic DellaVolpe (by phone), Lorna Persson, Stephen Stokes, and Victoria Wicks.
3. MINUTES FROM MEETING OF December 17, 2018 - The minutes were approved unanimously on a motion by Lorna Persson and seconded by Irwin Birnbaum.
4. TREASURERS REPORT: To date, the EIC has spent \$897 of the current year's budget. A budget of \$2500 for fiscal year 2020 has been submitted.
5. TOWN COUNCIL LIAISON REPORT: None
6. BUSINESS FORUM EVALUATION AND ACTION ITEMS: Given feedback from Forum attendees, the EIC will conduct its next business forum in the evening and provide ample notice to town businesses. Other ideas were discussed including inviting businesses to set up displays and to share ideas on relevant topics, such as the challenges of building business during the off-season. There was also discussion of making the business forum a joint event with the Chamber of Commerce.
7. DEVELOPMENT OF A DOCUMENT FOR THE TOWN CLERK TO DISTRIBUTE TO NEW BUSINESS: This discussion was postponed to the next meeting.
8. POTENTIAL SPONSORSHIP OF THE 2019 HOLIDAY STROLL: The Commission has designated funds in the FY2020 budget to provide promotional support for the 2019 Holiday stroll. Lauren Classey will assume a leadership role for the event and will attend the next EIC meeting to discuss her plans for extending it to a 2-day event.
9. NEW BUSINESS: The Commission discussed the current efforts to revise the Town Comprehensive Plan Land Use Chapter that will set the stage for future zoning definitions and concluded that an EIC representative should attend all upcoming special workshop meetings. Jane Weidman, Town Planner, joined the meeting to explain the process and the progress to date.
10. PUBLIC COMMENT: There was a long discussion of the Ninigret Park Use Ad Hoc Committee and the need for EIC participation. Frank Glista urged the EIC to get involved and support a survey of town residents on the topic.
11. NEXT MEETING DATE and AGENDA ITEMS - The Commission will meet April 25, 2019 at Town Hall. Agenda topics will include:
  1. Discussion of additional budget items for the balance of FY2019.
  2. Review of draft document for the Town Clerk to distribute to new business applicants to raise awareness of the EIC as a resource.
  3. Continued discussion of sponsorship of the 2019 Holiday Stroll.
  4. Any reports from Land Use Special Workshop or the Ninigret Park Use Committee.
12. ADJOURNMENT: The Chair accepted a motion to adjourn at 10:20 am from Lorna Persson and seconded by Irwin Birnbaum.

Respectfully submitted,  
Victoria Wicks  
Acting Secretary

**APPROVED April 25, 2019**