

Economic Development Advisory Committee

February 10, 2020

Town Hall, TA Office

Meeting convened at 6:03 pm with all members present (see attendance sheet). Also in attendance were Selectwoman Margaret Scarsdale, Town Administrator (TA) Andrew MacLean, and resident Tony Beattie.

The TA opened the meeting as this is the first meeting of the Committee. He verified that all members were sworn-in and provided an overview of meeting expectations, including open meeting law requirements. Of specific concern is that members should not deliberate outside of public meetings. Email can be a deliberative forum so, while allowed for information sharing (Agenda requests, documents to be reviewed, scheduling), opinions and positions should not be expressed. Also, Committee business should be provided in a Reply to All or Reply to the Chairperson only form.

Selectwoman Scarsdale spoke briefly to the group about the importance of economic development to the vitality of the Town.

The TA then conducted an election of a Chairperson and a Clerk for the committee. The nominations and result were as follows:

Steve Themelis nominated Mark Mathews for Chairperson. The nomination was seconded by Joyce Morrow. There were no other nominations and **the vote was 7-0 in favor of Mark Mathews being named Chairperson** .

Steve Themelis nominated Joyce Morrow to be the Clerk. The nomination was seconded by Kelli Kinney. There were no other nominations and **the vote was 7-0 in favor of Joyce Morrow being named Clerk**.

The TA suggested that the Committee consider meeting schedules and other administrative and perhaps draft an agenda for their next meeting. He then turned the meeting over to the newly elected Chairperson.

The committee agreed to meet on the following dates: **February 20, 2020, March 19, 2020, and April 16, 2020** . Each meeting will be at 6 pm. The Chair will establish an agenda and work with the Clerk to get the meeting posted and a room reserved. The TA will provide the Chair and Clerk some sample forms, etc. via email.

Mark Mathews asked each of the members to provide a brief introduction and background to the group.

The TA did not take formal notes for this section.

The Chair then led a discussion to determine future agenda topics.

_____ Motioned to Adjourn. The motion was seconded by _____
and approved by a 7-0 vote. The meeting adjourned at 7:30 pm.