

## Committee Members

Zachary Knowlton, Chair  
Khalid Abdi, Vice Chair  
Richard Di Iulio, Member  
Mark Schultz, Member  
Cassandra McKenzie, Member  
Jennifer Kendall, Member  
Liam McDermott, Member



# TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

Medway Town Hall  
155 Village Street  
Medway, MA 02053  
Telephone (508) 321-4890  
Email: bsaintandre@townofmedway.org  
www.townofmedway.org

## ECONOMIC DEVELOPMENT COMMITTEE

### Minutes

**Thursday, February 18, 2021 at 7:00 p.m.**  
**Virtual Meeting via Zoom**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's Orders imposing strict limitations on the number of people that may gather in one place, no in-person attendance of members of the public was permitted at this meeting. Information for participating via Zoom was posted at the end of the Agenda on the town website. All persons participated remotely in the meeting via Zoom

**Members Present (virtually):** Zach Knowlton, Chair, Khalid Abdi, Mark Schultz, Cassandra McKenzie, Rich Di Iulio, Jennifer Kendall, Liam McDermott

### **Members Absent:**

### **Also Present (virtually):**

Barbara J. Saint Andre, Director, Community and Economic Development  
Katherine Mitchell, Recording Secretary

Chair Knowlton opened the meeting at 7:03 p.m. Members announced themselves when the meeting began.

### **Introduction to New Member**

Zach introduced Liam and he introduced himself to the committee. The committee members each gave a brief background of themselves.

### **New Business**

#### **Update on Cultural Council Initiatives**

Ms. Kendall stated there was a meeting in January to obtain grants through Mass Cultural Council website. She stated they were approved for multiple projects including funding for a mural, a Park Pixie Project, and virtual studio tours. Ms. Kendall stated they will also receive funding towards a theatre arts group that deals with substance abuse. Quarantine has led to an increase of usage in drugs and alcohol. The Council also approved names for 10 of the 11 bridges in the Town trails system. Joanne Williams from the Trail club suggested naming the bridges on the trails as it is unsafe to not be aware of where you are along the trails. The Cultural Council is assisting with naming them and adding art to them. They are also working on a behind the scenes culinary series which consists of highlighting some restaurants and how they are handling COVID. They are hoping to tie it into Restaurant Week.

Ms. Saint Andre mentioned Medfield is developing a cultural center at the old Medfield Hospital. It is an interesting venue and Ms. Kendall noted to try to pair up with this initiative.

Mr. Schultz asked if there was a trail map. Ms. Saint Andre confirmed, and mentioned there are maps at the Town Hall as well as the Town's website. Ms. Saint Andre said she could email them to Mr. Schultz. Mr. McDermott mentioned he saw it on the Facebook page as well.

### **Assistance to business owners affected by COVID-19 emergency**

Mr. Schultz questioned if it was possible to offer tax abatement or allow people to pay their taxes later to get back on their feet. Ms. Saint Andre mentioned there are some programs and possible payment agreements, but she is not aware of anything else.

### **Restaurant Week Update**

Chair Knowlton stated only two restaurants completed the survey. He stated they did not get enough interest for the initial date proposed. The Business Council decided to push back the date to allow for more engagement and time to plan through it.

Ms. Saint Andre shared an email regarding Restaurant Week. Its proposed dates are April 25th – May 1st. Mr. Di Iulio stated this may give the opportunity for outdoor seating at this time. Ms. Saint Andre would like to circle back to reach out to businesses for assistance. She offered to share contacts for Ms. McKenzie to assist with reaching out. Chair Knowlton has a call with Ms. Dennehy of the Business Council to collaborate on the best approach to the restaurants. He does not want to overlap or overwhelm the businesses. Chair Knowlton stated he will pass along any updates.

Chair Knowlton mentioned the Hopkinton Chamber of Commerce has a 3-minute promotional video on their page for why businesses should go to Hopkinton. Chair Knowlton mentioned this could improve morale and economic development in Town and it's something Medway could consider doing. He also mentioned Dover – Community Voices, which is an online forum for the community to type in a question or comment that gets directed to appropriate boards with the Town.

### **Discussion of Business Resource Guide**

Ms. Saint Andre stated they are looking into potential grants. She mentioned attending a webinar for the Community One Stop for Growth program. One application is filed to be eligible for 10 grant programs, instead of having to apply to each program separately. The Town is in the process to file up to five projects. An expression of interest is submitted and reviewed by the State, and they come back with feedback and other resources that are available. If there is another grant program that is a better fit, they will suggest and provide that information. Ms. Saint Andre has spoken to the Town Manager to include the Business Resource guide for funding, he is fully supportive. Ms. McKenzie questioned if they were filing the expression of interest. Ms. Saint Andre confirmed they have started going through the process. Information for other projects is being gathered to include in the application.

### **Central Business zoning district – input on potential Zoning By-law changes**

Ms. McKenzie did not attend the Planning and Economic Development Board meeting on February 9<sup>th</sup>. She mentioned the updated draft is out and she has read it. It is positive. One area to be discussed is whether the Town will allow further redevelopment of gas stations and other vehicles in the central business district. She mentioned they still have this as a discussion point on the May

2021 Town Meeting Agenda. Ms. McKenzie mentioned they are also reviewing New Section 10 that includes mixed use of facilities in and around the area including walkability, housing, street frontage, etc. Ms. Saint Andre confirms the Planning Board has this on their agenda. Mr. Di Iulio stated they are pushing to no longer permit new gas stations in the Central Business District. The existing ones that need to make improvements will be allowed. They are interested in suggesting putting the gas pumps in the back of the building to make it more friendly to the neighborhood.

**Reports**

**Use of Economic Data**

Chair Knowlton stated they have the most recent data on the website. Their key sources were through a group at UMass - however, the group no longer exists. TBD on where the data will live. Chair Knowlton shared thoughts on unstructured data – area for suggestions from the community to offer qualitative or quantitative data. Assist with providing insights for new projects going forward. Some type of drop box to act as a forum for questions with real time responses.

**Planning and Economic Development Board**

Mr. Di Iulio stated they are working on several zoning by-law changes. They are working on one for solar power and where it will be allowed and how large. He mentioned they are reviewing a charging station at Shaw’s for electric vehicles. The company did not get the proper permits for installation of the charging stations with the advertising. The Board is trying to work with them to get something on the Town warrant for the town meeting. The Planning Board’s public hearing is on March 9<sup>th</sup>. All zoning amendments will be discussed and posted on the Towns website prior to the meeting. Ms. Saint Andre recommended reviewing the various amendments.

**Minutes Approval January 21, 2021**

Defer until March meeting.

**Next meeting: March 18, 2021**

On a motion made by Mr. Di Iulio; seconded by Mr. Abdi, the Economic Development Committee voted unanimously by roll call vote to adjourn at 8:11 p.m.

<b>Zach Knowlton</b>	<b>Aye</b>
<b>Khalid Abdi</b>	<b>Aye</b>
<b>Rich Di Iulio</b>	<b>Aye</b>
<b>Cassandra McKenzie</b>	<b>Aye</b>
<b>Mark Schultz</b>	<b>Aye</b>
<b>Liam McDermott</b>	<b>Aye</b>
<b>Jennifer Kendall</b>	<b>Aye</b>

Respectfully submitted,

Katherine Mitchell, Recording Secretary

Edited by  
Barbara J. Saint Andre  
Director, Community and Economic Development