

Committee Members

Keith Peden, Chair
Zachary Knowlton, Vice Chair
Richard Di Iulio, Member
Mark Schultz, Member
Cassandra McKenzie, Member
Khalid Abdi, Member



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TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

ECONOMIC DEVELOPMENT COMMITTEE

Minutes

Thursday, June 18, 2020 at 7:00 p.m.

Virtual Meeting via Zoom

Members Present (virtually): Keith Peden, Chair, Zach Knowlton, Vice Chair, Rich Di Iulio, Mark Schultz, Cassandra McKenzie, Khalid Abdi

Also Present (virtually):

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

Chair Peden opened the meeting at 7:00 p.m.

New Business

Assistance to Local Businesses

Chair Peden stated six or seven restaurants wanted to initially expand their space and get outdoor seating approved. EDC, Ms. Saint Andre and the Selectmen assisted. Other restaurants are in the pipeline to get approved. Ms. Saint Andre stated this process went smoothly and it was an effective way for them to work with Medway Business Council. Chair Peden and Ms. Saint Andre agreed that Mr. Prutsalis of MBC was very supportive throughout the process.

Outreach to owners of commercial lease property

Mr. Knowlton shared insight with Chair Peden and Ms. Saint Andre. They discussed partnering with the Town's Finance Committee to see where they should focus. Mr. Knowlton stated it would be helpful to understand what the Finance Committee is seeing, share insight, and come up with projects to accomplish together. Chair Peden believes this will be a beneficial partnership as business and community revenue is down.

Chair Peden recommended Mr. Knowlton reach out to the Chair of the Finance Committee. Mr. Knowlton agreed and plans to continue dialogue with him.

Mr. Knowlton had dialogue with the owner of the Medway Plaza. Mr. Knowlton asked if the committee could assist with allowing a food truck to park in the lot a few times a week to provide food service to the community. Mr. Di Iulio questioned if there would be pushback from other businesses within the plaza. Mr. Schultz stated he is in favor of the food truck as long as it would not compete with already established businesses. There is an issue with whether this is allowed under current zoning.

Chair Peden questioned the committee if it would be beneficial to combine the flexibility with

zoning to enable food trucks to come in weekly with potential cultural committee activities. Mr. Abdi likes the idea of collaborating with the Cultural Committee to generate more foot traffic. Ms. McKenzie suggested potentially working with the Town to get grant money to support and partner with the Cultural Committee to make a decent sized event. Chair Peden stated he will take the discussion to Medway Business Council. Chair Peden asked Ms. Saint Andre to explore current zoning requirements. Ms. Saint Andre mentioned the VFW held a one-day event and it went through either Board of Selectmen or Board of Health for approval. Chair Peden and Ms. Saint Andre will seek guidance and provide updates. Chair Peden stated he would like to get this moving quickly.

Skill set database

Mr. Schultz stated the project has evolved to a service database that could offer professional or personal services based on the skill. Mr. Abdi began the discussion with questions that are outstanding regarding how best to utilize a database like this. Mr. Di Iulio asked how they could utilize the database for local businesses to help them complete transactions?

Ms. Saint Andre stated the first focus should be to determine if the database will be used for small businesses just starting out in Medway, looking for assistance. Ms. Saint Andre suggested picking an achievable goal and the Committee's focus should be on the business side of the database.

Chair Peden suggested sharing Mark's Summary Statement with Mr. Prutsalis, who is a member of the Business Council. Chair Peden recommended Mr. Abdi and Mr. Schultz discuss with the Business Council.

Reports

Use of Economic Data – Zach Knowlton

Mr. Knowlton stated the most up to date data is from the Metrowest/495 Partnership. Mr. Knowlton stated there is a one - two year lag on most recent data. Chair Peden recommended we have this explanation with the data on the website, so it is understood.

Planning and Economic Development Board- Rich Di Iulio

Mr. Di Iulio stated the Town Meeting was successful with good turnout. Mr. Di Iulio mentioned Forest Road was accepted as a street in Medway.

Ms. Saint Andre provided an update on the Master Plan. She will be discussing with the Chairman of Planning and Economic Development Board, which is tasked with updating the Plan. Public participation and input is crucial for the Master Plan, and we are working on ways to determine how to move forward in light of the restrictions on public gatherings during the pandemic emergency.

Ms. Saint Andre discussed the Medway Business Council Annual Meeting that occurred on June 17th. She stated the Council elected new officers and they are eager to collaborate with EDC.

Minutes Approval May 21, 2020

On a motion made by Rich Di Iulio; seconded by Khalid Abdi, the Economic Development Committee voted unanimously by roll call vote to approve the minutes of May 21, 2020.

Cassandra McKenzie	Aye
Khalid Abdi	Aye
Mark Schultz	Aye
Richard Di Iulio	Aye
Zachary Knowlton	Aye
Keith Peden	Aye

Next meeting: July 16, 2020

On a motion made by Cassandra McKenzie; seconded by Khalid Abdi, the Economic Development Committee voted unanimously by roll call vote to adjourn at 7:57 p.m.

Richard Di Iulio	Aye
Khalid Abdi	Aye
Mark Schultz	Aye
Cassandra McKenzie	Aye
Zachary Knowlton	Aye
Keith Peden	Aye

Respectfully submitted,

Katherine Mitchell, Recording Secretary

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

List of Documents Reviewed at the Meeting

1. Skills Database EDC Discussion Guide