



## TOWN OF NORTON

Board/ Committee: Economic Development Commission

Meeting Date: Wednesday, April 26, 2023

Time: 7:00 PM

Meeting Location: Norton Media Center, 184 West Main Street, Suite Ste 6, Norton, MA

# A G E N D A

- Call to Order: 7:15pm
- Present: Renee Deley, Kevin Snyder, Maggie Kinsella, Steve Warchal, and Julie Oakley
- Discussion and or vote of the following topics:
  1. Business updates
    - a. Bog Iron has completed renovations. Food is also now served as well. EDC will aim to hold our next meeting to see the improvements.
  2. General updates and discussion (in no order)
    - a. Planning and Economic Development Director updates
    - b. Local business outreach: Database and Agenda review for Phase 1 to include 50 businesses.
      - i. Flyer to “at home” businesses – Steve Hornsby said he might have funds for this during EDC’s meeting with him. Renee will follow up with Mike Y. regarding the window decals that we could pass out to businesses when we start visiting them. Discussion around what would be beneficial to the town businesses versus those we are trying to attract to the Town. These would be two different take aways that would need to be developed. Could we use a Google Form to help us get organized? We could have a paper copy that also would be used as well as an online version that would feed the database. Renee will follow up about the funding we have and Kevin will work on a logo for the decals.
      - ii. Maggie continues to work on duplicates in the business database. She’s been working on cleaning up the data since the last meeting. She also removed any expired licensed businesses.
      - iii. Once the database is updated fully, the Town will receive it and the NBA will also receive a copy. The Town will be the repository for the database and will be the “gatekeeper.”
      - iv. The first phase of outreach would be 50 business that the EDC would visit in person with a few questions for discussion. Ideally along the Route 123 and 140 corridors. The EDC would aim for a Saturday and visit in teams of two or more for each visit. The

leave behinds will be a decal and an EDC business card with email address for future conversations and a QRC for questions/general business information.

- v. Reviewed the potential questions to ask the businesses.
- c. Master Plan action items
  - i. Business Guide: New business & Businesses in town
  - ii. None discussed at this meeting.
- d. Zoning review and discussion
  - i. None discussed at this meeting.
- 3. Marijuana Retail Establishments
  - a. Approach the Select Board about the third license and RFI process would be the next steps for retail establishments.  
VOTE: The EDC decided to ask for this to be added to the Select Board agenda per a motion made by Kevin and seconded by Maggie. All in favor – Passed Unanimously.
- 4. Approval of Meeting Minutes: MRS 9/23/20, 9/24/20, 10/8/20, 10/21/20, 10/29/20; 8/3/2022, 8/17/2022, 9/12/2022, 10/19/2022, 12/19/2022, 1/23/2023, 3/8/2023, 3/29/2023, 4/12/2023
  - i. None discussed at this meeting.

- Other Business: Topics not Reasonably anticipated 48 hours in advance
- Next Meeting Date: May 17, 2023; May 31, 2023; June 12, 2023
- Future Meeting Topics:
  - 1. Mobile Food Vendors Process (BOH)
  - 2. Planning updates
    - Collaboration with Veterans' Services
  - 3. Updates on vacant commercial properties
    - Bylaw and/or registration of vacancy/abandonment
  - 4. Neighborhood Association discussion
  - 5. Tri-Town Chamber of Commerce
  - 6. Community Preservation Act (CPA)
- Adjourned: 9:14pm

**Please note it is possible that a vote or votes may be taken by the Commission regarding the above agenda items.**

Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, and the Public Meetings Temporary Protocols during COVID-19 State of Emergency as ordered by the Board of Selectmen, this meeting will be conducted via remote participation only. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Norton's website, at <https://www.nortonma.org/home/news/public-meetings-information/>.

- Minutes respectfully submitted by: Julie Oakley
- Minutes approved by the Commission on: August 7, 2023