



NORTON

Town Clerk Date/Time Stamp

TOWN OF NORTON

2023 AUG 8 AM 9:21

Board/ Committee: Economic Development Commission

Meeting Date: Monday, June 12, 2023 Time: 7:00 PM

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

- Call to Order: 7:07 PM
- Present: Renee Deley, Maggie Kinsella, Steve Warchal, Mary Steele, Kevin Snyder, and Julie Oakley. Chris Zahner, Health Agent.
- Discussion and or vote of the following topics:
 1. Welcome new member: M. Steele
 - a. Mary was introduced to the EDC Members.
 2. Mobile Food Vendors Process, BOH Agent C. Zahner
 - a. Chris Zahner is here to discuss Food Trucks with the Commission. The intent of the food truck policy was to not have a food truck park in front of a brick and mortar for days on end. The intent was that a food truck could only park for four days without seeking permission from the Select Board. EDC would be happy to support "rewriting" the policy or assisting in any way possible. The Board of Health (BOH) should be the "ruling" entity on this subject matter. The current policy is not a BOH policy, and the BOH was not part of the policy when it was drafted and approved. EDC and Chris reviewed the policy to see who would be responsible for each element of the policy – police, fire, BOH, and Select Board.
 - b. If Chris was able to change the policy he would have Police, Fire, Inspections, and BOH would sign off on food truck permits. There is an e-permit available for this now. Also, if a Norton Business/Residents is the applicant, there is a check for if their taxes are paid. BOH will ensure all certificates are obtained that are needed in their purview. Chris feels that the BOH is very business friendly and would be welcome to simplifying the language. The policy could be rewritten to say that any Town department that feels there is a reason to refer the permit to the Select Board could do so, if deemed appropriate. Chris would be happy to work with Phyllis to rewrite the policy while the EDC researches other municipalities policies on this. Our goal is to have a revised policy by the end of the summer.
 3. Forever Slender MedSpa, Dave/Maria Martin
 - a. Renee invited them to participate in an EDC meeting.
 - b. It is a health spa that focuses on beauty and health.
 - c. They are buying the building where Ananda is currently located on Route 123.

A
G
E
N
D
A

4. Town Legal Counsel Request Policy
 - a. All requests for legal assistance or to have legal counsel attend a meeting all need to go through the Town Manager. There is a legal request form that needs to be filled out and sent to the Town Manager.
5. Business updates
 - a. Renee reached out to Home Depot for a tour and they said yes. Anytime 7pm or after works for them. Renee will try and set the tour for our next meeting on 6/26.
 - b. Fat Cousins Pizza is going into the plaza where Kelly's Place is (where AJ's used to be).
 - c. Cana is doing a fundraiser and matching donations up to \$10,000 for the LGN playground via the LGN PTC.
 - d. Steve is now the SRPEDD representative from the Planning Board.
6. General updates and discussion (in no order)
 - a. Planning and Economic Development Director update
 - i. None discussed at this meeting.
 - b. Local business outreach: Database and Agenda review for Phase 1 to include 50 businesses.
 - i. Flyer to "at home" businesses
 1. Kevin said that the logo design is underway.
 2. The Questionnaire will be forthcoming on the website.
 3. Renee will follow up with regarding the funding for business cards and stickers.
 - c. Master Plan action items
 - i. Business Guide: New business & Businesses in town
 1. None discussed at this meeting.
 - ii. Other
 1. None discussed at this meeting.
 - d. Zoning review and discussion
 - i. None discussed at this meeting.
7. 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, 4/26/2023, 5/17/2023.
 - a. None discussed at this meeting.

- Other Business: Topics not Reasonably anticipated 48 hours in advance.
- Next Meeting Date: Monday, June 26, 2023 and the EDC will take a summer break for the month of July. August 7th will be the next meeting after June 26, 2023.
- Future Meeting Topics:
 1. Collaboration with Parks & Rec (Planning Dept business list; Norton Town Clean Up)
 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: 9:28pm

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 Public Meetings Temporary Protocols during COVID-19 State of Emergency as ordered by the Select Board, this meeting may 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