

Town of Lakeville
Economic Development Committee
Tuesday, August 5, 2014
6:30 PM – Town Office Building

On August 5, 2014, the Economic Development Committee held a meeting at 6:30 PM at the Town Office Building. The meeting was called to order by Chairman Burke at 6:31 PM. Members present: Aaron Burke, Laurie Driscoll, Sarah Kulakovich, Jessica Bradley, John Olivieri, and Sandra Martini-Gamache. Members absent: Lorraine Carboni and Robert Chestnut. Also present: Rita Garbitt, Town Administrator and Christine Weston, Recording Secretary. LakeCAM was recording the meeting.

Approve Meeting Minutes for July 15, 2014

Upon a motion made by Mr. Olivieri and seconded by Ms. Kulakovich, it was

VOTED: To approve the July 15, 2014 Economic Development Committee Meeting Minutes as presented.

In favor 5, Absent 2, Abstain 1 (Jessica Bradley)

Discuss the Charge for the EDC Committee and the Formation of a new Community Development Committee (CDC)

Chairman Burke stated that he had spoken with the Board of Selectmen, and they were generally open to the idea of the creation of two (2) groups. They just wanted to know a little more about the Charge of the CDC (Community Development Committee). Those expressing the most interest in becoming involved with the CDC have been Sarah Kulakovich and Jessica Bradley. Possibly both ladies could work with Mitzi Hollenbeck to shape that committee. Ms. Bradley noted that Maria Martin has also expressed her interest in serving on the CDC. Ms. Garbitt added that Mary Beth McKay, the Park's Events Coordinator, has also sent in a letter of interest for serving on the CDC. Mr. Burke stated that the EDC should recommend to the Selectmen what they felt the CDC would be doing. Selectman Powderly has expressed that he would like to make sure that all who want to serve on the CDC are provided the opportunity. Therefore the question is; how many members should be on the Committee, five (5) or seven (7). Looking at this from a quorum perspective; there needs to be a majority of the membership present. Thus, if there were five (5) members, then a quorum would be three (3), if there were seven (7) members, then a quorum would be four (4). There could also be a membership of five (5) with an unlimited number of associate members. Ms. Kulakovich mentioned that currently there are key people in Town already doing CDC type work. Mary Beth McKay has expressed interest, however she is concerned about accumulating too many meetings and not being able to attend them. Thus, is it possible to leave it up to the key members to determine if they want to be a full member or "just" an associate member? Chairman Burke stated that Ms. Hollenbeck will be part of that new group and Mary Beth's role in that is key. That discussion can take place with the Selectmen to make those determinations. If there is enough interest to be on the CDC, then the membership could be seven (7).

Mr. Olivieri suggested that the Selectmen have wording in the Charge so that if there are not enough regular members present during a meeting, that an associate member can step up and fill the role so that there would still be a quorum enabling voting to take place. Chairman Burke offered that the Committee could/would basically have the consensus of everyone present, rather than just a vote, since

it is more typical that everyone is generally in agreement. And since the Committee(s) only meets once a month, there is a huge gap in what takes place, if you miss just one (1) meeting. There are two (2) members absent tonight, so they cannot provide what they would like to see for the CDC. Thus, it falls on us to make the decision for them, which is not the best way to do it. I would like to request that the CDC people who have an interest in that Committee try and come up with some bullet point goals of what they would like to do, and maybe forward those to Ms. Hollenbeck to start putting a draft Charge together. Then she can combine the ideas into the Charge. The Committee will most likely draft its own mission statement, when they start meeting. Ms. Kulakovich stated that she felt there was a lack of understanding at the Selectmen's meeting about what the function of this group (CDC) could or would be. This is so much more that can take place than marketing. Chairman Burke stated that it may be that Selectman Powderly was disconnected, however, he and Selectman Hollenbeck do understand. The Selectmen do need to vote and create this new group (CDC). If we have information on it, it will help expedite the process. Ms. Garbitt stated that the Selectmen can appoint members and draft the Charge, or they could request the CDC draft the Charge. I can suggest that you are ready to move on this, and that this Committee would like the Selectmen to appoint people that have expressed an interest.

Mr. Olivieri asked for the suggestion to be provided to the Selectmen for a five (5) member Committee and allowing associate members to have voting rights in the absence of enough regular members. That way an associate member would have more of an incentive to attend and be attentive knowing that they might be called upon for a vote. Ms. Garbitt stated that she might have to check with Town Counsel to see if the Selectmen can authorize associate members to vote. Having a seven (7) member committee is not a bad size with needing four (4) for a quorum. A nine (9) member committee would be too much. Chairman Burke noted that if the number is not working, then it could always be changed. There is that flexibility available. The committee should also meet each month and make decisions with what it is trying to accomplish. Ms. Garbitt stated that there is also another person, Timothy Fletcher, who has indicated that he would like to serve on a committee as well. Chairman Burke stated that this is a fluid process to gather information and to shake out policy. The CDC has the potential to be more hands on. Ms. Kulakovich offered that if someone was not able to attend a meeting, they could send in a letter to share their thoughts on matters. Then they would not feel left out. Ms. Martini-Gamache stated that she would be happy to be a full member on both committees, but could be associate for the EDC and a full member on the CDC. If someone ends up having to leave the EDC, then she would move up as full member. Ms. Garbitt stated that the Selectmen will be meeting Monday, August 11th and the agenda item will be for changing the membership of the EDC to five (5) members and two (2) associates; Timothy Fletcher being one (1) of the associates. Then Mary Beth McKay, Jessica Bradley, Sara Kulakovich, Mitzi Hollenbeck, Maria Martin, and Sandra Martini-Gamache could meet to come up with the Charge for the CDC. Ms. Kulakovich offered and expressed interest in serving on the Cable Committee.

Update on request from Sylvester Zienkiewicz for an EDC Member to work with him on business development zoning

Chairman Burke stated that Mr. Zienkiewicz had attended the last meeting of the EDC and had pitched the idea of someone from this group working with him on all the zoning in Town in order to make a change in the zoning for improvement for business development. Ms. Carboni has stepped up to do that with him. The emphasis being on the Middleborough line up to Vaughn Street. They will try to determine what the zoning looks like in other communities and what they have for zoning with acreage requirements and frontage requirements. They can consider what parts of town does the Committee

want to allow this type of development, and then decide to make the lot sizes consistent with that goal. Ms. Garbitt stated that presently on Main Street the lots are small and are oddly shaped. It has been mentioned to Mr. Zienkiewicz and Ms. Carboni that the Town has been awarded more time to work with SRPEDD. There will be 20 hours for the Planning Board and 20 hours for the Selectmen. Mr. Zienkiewicz may ask that the Planning Board allow him to use the 20 hours to work with SRPEDD on the necessary zoning changes and to come up with ideas. This will also be put on the Selectmen's agenda for this Monday evening to see what they want to do with their 20 hours.

Update from Lorraine Carboni on the website for the Economic Development Committee

Ms. Carboni was not present this evening. Ms. Garbitt stated that Ms. Carboni had communicated to her that she was still researching things and asking about having the minutes of the EDC available on the website along with a link.

Update on FY15 South Coast Rail Technical Assistant Program Grant Application for the Route 105 Redevelopment Plan

Ms. Garbitt stated that she had forwarded that Grant Application to all members. There were not a lot of grant applications this round. Those being approved are for Priority Development Areas (PDA's) and Priority Protection Areas (PPA's). The Route 18 corridor is not a PDA for the Town, the State, or the Region, however, the section of Route 105, where the hospital site is located, is a PDA for the Town, the State and the Region. The maximum grant award is \$25,000. The study would include the area from the traffic lights at CVS to Dewey's Restaurant. The residents on Lori Lane have had their properties all zoned business. Chairman Burke stated that this somewhat coincides with what Ms. Carboni and Mr. Zienkiewicz will be doing, if they have to do some zoning changes.

Distribute the new Map of Lakeville

The map was shown, viewed and discussed.

Old Business – Business Surveys are in the mail with the Middleborough G&E Bills

Chairman Burke stated that he had received his Business Survey in the mail with his MG&E bill this week. People can fill it out online at survey monkey or fill it out and mail it in. There is also a link on the Town's website. The Business Surveys are being sent to Lakeville customers only.

New Business

Ms. Driscoll stated that, since she had missed the meeting last month, she wanted to make sure that she understood what was taking place and to have clarity about when the group splits. As a reformed EDC, should this committee then set some goals for what we want to accomplish this year? Chairman Burke stated that that is a great idea. One of the things the Selectmen have been doing over the past several months is learning about what other Boards/Committees/Commissions do, and then asking, in terms of helping them, what the Selectmen can do for them. The Selectmen are putting out a survey to all groups asking that they provide feedback on what their goals are, and what the Selectmen can do in order to help them achieve those goals. Mr. Olivieri suggested that this group refine their Charge as the first thing that is worked on. Chairman Burke noted that another idea that this group has "kicked" around was about determining what rental places are available in Lakeville for businesses to either rent

or lease to own. Ms. Driscoll offered that another option with that would be to have realtors attend a meeting of the Committee and let them know what is available to rent and what types of businesses would be suitable for the various available sites. Ms. Garbitt added that maybe when the business surveys are completed, there could be more information. Chairman Burke expressed that the surveys may be a great tool to determine what the expectation is. The expectation of the Selectmen for all boards is to have goals and to actually make progress. This past year this group has done quite a bit. It is a huge accomplishment just with the developing of the CDC, and the survey that was done earlier this year was huge. Ms. Garbitt noted that the survey will be helpful with the updating of the Master Plan. Chairman Burke stated that it is exciting seeing this all come together.

Ms. Kulakovich stated that she had been one of the people that was advocating about the group splitting and was nervous about it, since she does not want to see them working completely independent of one another, since they will often times also come back together. With the tourism and the building, there is some overlap, and then maybe some businesses that will come into Town may be more relevant to tourism. Ms. Hollenbeck had communicated that they definitely will come together at the top through the BOS. Hence, I feel better about moving away from the EDC and going to the CDC, since it will be coming together with the Selectmen. Chairman Burke added that there is also a Selectman on each committee, thus there is a voice for the Committees, and the information will be shared. Ms. Kulakovich mentioned that it was even discussed about having both Committees meet on the same evening in different rooms. That way they could come together when necessary, and they could still touch base.

Ms. Garbitt noted that the rezoning items from last year that failed at Town Meeting and those residents that want to be rezoned have come forward asking to have their properties on the fall Town Meeting. The Planning Board will be scheduling the necessary hearings.

Schedule next meeting.

The next meeting was scheduled for Tuesday, September 2, 2014 at 6:30 PM.

Adjournment

Upon a motion made by Mr. Olivieri and seconded by Ms. Bradley, it was

VOTED: To adjourn the Economic Development Committee Meeting at 7:31 PM.
Unanimous in favor