

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

Town of Belmont Economic Development Committee (EDC)

Location: Remote meeting via Zoom

Wednesday February 17, 2021, 7:00 pm

DATE: February 25, 2021

TIME: 10:06 AM

In attendance: Erin Brown, Wendy Etkind, Emma Thurston, Suzanne Schalow, Deran Muckjian, Ed Starzec

Also in attendance: Jon Marshall

**1. Call to order at 7:05 pm.**

**2. Approval of meeting minutes**

W Etkind reviewed the meeting minutes from the February 10, 2021 meeting.

*Motion: approval of meeting minutes. Vote passed 4-0, by all members present at prior meeting: Emma Thurston, Wendy Etkind, Erin Brown, Suzanne Schalow.*

Worked well to send out meeting notes prior to meeting; Wendy will continue doing this.

**3. Review of membership**

Approved member has withdrawn her application. BOS will review and approve new applicants in their next meeting.

**4. Local rapid recovery program update**

J Marshall updated the group that the grant for the Trapelo corridor was approved and he will advise when he has new information.

**5. Review Goals and prioritize next action items**

Discussed short-term goals:

EVENT CALENDAR: **Erin, Suzanne:** Establish a town-wide master marketing calendar/ calendar of local events, covering events in the different business districts, food truck events, opening dates for new businesses/ restaurants.

DATABASE OF BUSINESS CONTACT INFO: **Jon/ Wendy:** Town should own the list. **Jon** will take next steps with the town's IT dept, Town Clerk, Police dept; **Wendy** can help with writing proposed business requirements for a new business database. Discussed putting a business registration card into electric bills, to start a new database.

OUTDOOR DINING: Belmont Center is in front of the BOS now; discussed how to inform businesses about the requirements/ process. Next meeting is March 8 7pm. **Suzanne** will research what is

required to offer food outside and do a write-up. **Suzanne and Deran** will distribute the information to restaurants town-wide. **Ed** will research state requirements.

**6. New business**

No new business.

**7. Public comment**

No public comment.

**8. Upcoming meetings**

Next meeting is Wed 2/24 at 7pm. Main agenda topic is to review Business Study Recommendations, brainstorm short/ long-term committee goals, and prioritize them. At that meeting, we'll set up March meetings.

**9. Adjourned at 8:35 pm.**