Town of Belmont Economic Development Committee (EDC)

Location: Remote meeting via Zoom

Wednesday March 24, 2021, 7:00 pm

In attendance: Erin Brown, Wendy Etkind, Emma Thurston, Deran Muckjian, Katherine Venzke, Ed Starzec, Suzanne Schalow
Also in attendance: Jon Marshall

Minutes taken by W Etkind

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

2. **Approval of meeting minutes**

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

    Motion: approval of meeting minutes. Vote passed 5-0, by all members present at prior meeting: Erin Brown, Wendy Etkind, Emma Thurston, Deran Muckjian, Katherine Venzke.

3. **Local rapid recovery program update**
    The EDC met with consultant assigned to us, productive meeting.
    First step this week is outreach to businesses in Trapelo Corridor (0 Trapelo to 600s and offshoots). Majority have been ID'd and contact info. Survey will be emailed tomorrow 3/25, and will hand out flyers. 3 zones: Waverly, Cushing, and connectivity areas between.
    Favermann's areas of expertise: wayfinding, directories which can benefit other committee initiatives.
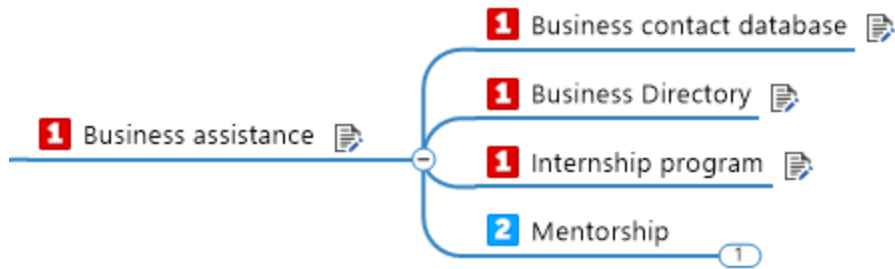
    Next steps: engage with business community; get baseline data, focus groups with stakeholders.

4. **Status report and updates on goals and objectives**

    DATABASE:

    Target completion: *June 1*

    -   Content: Interns will help collect (**E Brown** overseeing); **E Starzec** will write script about EDC.
    -   Quality: **E Starzec** will compare town vs. EDC lists
    -   Tools: **J Marshall** will: pursue opt in field to enable EDC to utilize the list; confirm process for data entry; will provide database's fields to complete.

Website/ Business directory: D Muckjian gave quick update – in process of hiring somebody for website, will have more information at our next meeting.

5. **Public comment**
   G Griffin expressed appreciation for the committee's work.

6. **New business**
   No new business.

7. **Upcoming meetings**
   Next 2 meetings are Wed 4/7 at 7pm and 4/21 at 7pm.

8. **Adjourned at 8:30 pm.**