

**Economic Development Commission Meeting Minutes - January 29, 2024 @ 6:30 pm**

**Date:** January 29, 2024 at 6:30 p.m.

**Location:** Zoom

**Attendees:** Sue DiPesa (chair), Geena Savage, Paul Bartkiewicz, Berry Kurland, Susan Daileader,

**Members of the public:** Seth Pfeiffer (Scit TV), Krissy Donahue (Scituate Harbor), Jane Norton (Chamber of Commerce), Kristen Jamski (WRC), Shelley Swanson (Greenbush) and Lynda Ferguson (Advisory)

**Call to Order:** Sue DiPesa called the meeting to order at

**Old/New Business:**

- Call to Order
- Introductions
- Approve Minutes
- Review, approve and sign pending bills – Review approved bills under the Municipal Modernization Act

**Chairperson Report:** Sue Di Pesa

**Committee Reports:**

- SHARC – Paul Bartkiewicz
- Cole Parkway - Susan Daileader
- Grant Applications – Geena Savage
- Advisory - Lynda Ferguson
- Communications - Berry Kurland and Grace Gardner
- Chamber of Commerce - Jane Norton
- Scituate Visitors Center – Susi Hofmeister

**Business District Reports:**

- North Scituate: Amy Linnel
- Greenbush: Shelley Swanson
- Scituate Harbor: Krissy Donahue

**New Business:**

- Scituate Visitors Center - Susi Hofmeister

**Other Business:**

**Next Meeting:** March 18, 2024 - Remote

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#### *Chairperson Report - Sue DiPesa:*

Sue DiPesa reported that the funding applications had received a lot of inquiries and mentioned a possible special meeting in February to vote on funding if necessary. Paul Bartkiewicz thanked the team for their efforts in forming the funding application and mentioned positive feedback on the harbor lights project. Sue also announced the election of Jane Norton as the new president of the Scituate Chamber of Commerce and mentioned ongoing work on a marketing firm.

#### **Committee Report:**

- *SHARC-Paul Bartkiewicz*: Paul updated the team on the progress of the Shark Park development project, with a target completion by town meeting in the fall of 2025.
- *Cole Parkway - Susan Daileader*: Susan reported that there had been no meetings since November related to Cole Parkway, but an update was expected in February.
- *EDC grant application - Geena Savage*: Geena confirmed that \$19,550 had been allocated to three different groups so far and encouraged more applications.
- *Advisory - Lynda F.*: Lynda reported that the committee was still reviewing the budget, which was described as conservative. She also mentioned that there were no warrants or petitions, and the process was moving along standardly. Lynda suggested that someone should compile a report to showcase what the EDC has done with their funds over the years. Susan Daileader mentioned she was maintaining an Excel spreadsheet for this purpose. Paul Bartkiewicz proposed the idea of publicizing who is receiving funds.
- *Communications - Berry Kurland*: Berry and Grace have been working on a business communication survey and have conducted interviews with key stakeholders like Kathy Regan, the town's communications director. They plan to add specific questions to the survey suggested by Kathy, indicating the town's willingness to assist businesses. Berry also mentioned forthcoming interviews with other stakeholders, including Karen Canfield, Karen Connolly from the select board, and Jane, the new president of the chamber. In addition, Berry discussed the progress of the marketing plan, emphasizing the importance of gathering more stakeholder input and developing a survey to inform the plan. The aim is to distribute the survey to businesses soon and present findings in May.
- *Scituate Chamber of Commerce - Jane Norton*: Jane mentioned an upcoming tax event and the chamber's commitment to collaborating with other organizations in the town, expressing enthusiasm for the momentum gained. She also brought up the possibility of reinstating a civic membership or "friends of the chamber" program and the placement of a full-page ad in the See Plymouth Guidebook.
- *Scituate Visitors Center*: Sue Dipesa provided an update on the visitor center, mentioning it was awarded \$25,000 from the state but had half of it taken away, and is currently exploring ways to monetize the site. Sue explained that the state had reduced funding across all areas due to anticipated lower revenue, with the only exception being housing. Susan Daileader noted that the Secretary of Housing was willing to speak to groups to increase understanding of the issues in this area. Lynda raised concerns about the need for updates on the SVC webpage, with Sue confirming that the committee was responsible for providing information.



- *Greenbush* - Shelley Swanson: Shelley discussed the successful small business event hosted by BirchBarn Designs and provided updates about the Green Bush neighborhood. She mentioned the upcoming launch of Untold Brewing's third location and the commencement of leasing at Sky Sail. Shelley expressed interest in organizing an event in May involving commercial properties or tenants and shared rumors about the development of the commercial area where Rivershed and Duval are located. She also discussed the planning for the "Get to Green Bush" event, a neighborhood block party featuring local businesses, and the possibility of collaborating with the Beautification Commission and exploring the option of applying for a grant. However, she acknowledged the need to address logistical issues such as the lack of an entity to accept money from the town and the idea of establishing a neighborhood association was brought up.
- *Scituate Harbor* - Krissy Donahue: Krissy gave a brief update about a holiday wrap-up meeting, plans for a thank you party and membership drive, and issues with the lights on the trees not staying on every night.

Towards the end of the meeting, Kristen Jamski - WRC proposed an idea to educate businesses about preserving resources through rain barrel sales, which Jane agreed to include in her newsletter.

#### **Next Steps:**

- Sue will share funding application with Commission Members
- Paul will consider adding funding recipients to website
- Berry will share the draft marketing brief with Sue for input and then share with other stakeholders within EDC.
- Sue will reach out to the two marketing companies to provide an updated timeline.
- Sue will discuss the extent of the RFP with Berry and Susan.
- Sue will update the Chamber of Commerce page on the Connect Scituate Website.
- Shelley will email Sue to get the contact details for the Beautification Commission.
- Shelley will email Jane with specific questions about the Get to Greenbush event.
- Shelley will email Krissy with a list of potential non-profit organizations to invite to the Get to Greenbush event.
- Kristen will discuss the idea of educating businesses about water conservation with Jane

#### **Adjourned:**

Meeting minutes were written with the help of Zoom AI. Respectfully submitted: Susanne Hofmeister 03/10/2024

*Approved March 18, 2024*

