

# Middle Smithfield Township

## Economic Development Committee

### Minutes July 8, 2013

Present: Debbie Kulick, Bob Hetu, Beverly Brown, Ed Regina, Carl Wilgus, Steve Van Why, Carrie Wetherbee, Angel Santos

Supervisors: Annette Atkinson, Mike Dwyer

Excused: Noreen Lowris, Parin Shah, Steve Feuer

Absent: Tim O'Donnell

Meeting called to order at 6:40 PM.

Minutes for June, 2013 were not able to be opened by e-mail. No minutes were available for approval due to technical difficulties, they will be available at the next meeting.

**Supervisor's Report:** Middle Smithfield Supervisors review the Mid-year Report submitted by EDC and determined that the information reported did not completely address the results of the projects identified by the EDC over the past six months for the purposes of the report. Further information needs to be submitted on the Advertising Seminar from that gathered after the program. Also to be recalled were the results gathered from the original Business Outreach survey. Additionally to determine what are the results of the Facebook site and the current Twitter account.

EDC will not participate in the next ESU Expo, as results were very poor for this year's Expo. The additional information will be obtained and submitted.

#### Old Business

- a. Demographics: Bob Hetu maintains demographics and will post information to google.com account. September State Data information is our goal for the collection of demographics.

- b. The Supervisors are requesting that the proposed new survey to be mailed out in the September mailing to residents and businesses in Middle Smithfield Township be ready for that mailing. Information must be received before Labor Day. Carrie Wetherbee has been appointed lead on this project. Since we are a committee, a workshop has been scheduled for August 1<sup>st</sup>. at 7 PM for the review and completion of this survey.
- c. An onling Business Directory for Middle Smithfield businesses will be added to the Middle Smithfield Township Facebook account. Bob Hetu maintains this information. It will eventually be able to be accessed through the township website once they have it completed. A hard copy directory, mirroring the online version, will be revisited next spring.
- d. Suggestions for LERTA participation requirements for the Supervisors is now due. This is the next step necessary to move along the draft Ordinance for LERTA. Committee members are to submit their suggested criteria for Business Owners to apply for LERTA. Debbie Kulick will circulate the suggestions that are received.
- e. Deadline for Grants is September 1, 2013. We are reaching the deadline please submit your ideas to the township Supervisors as soon as possible.
- f. John Donahue meeting with the EDC was educational. How we can work with this Federal Agency is not clear; however we can advertise, promote and support the natural beach in our area as well as the national park itself. MST EDC will work with the National Parks to promote business in the township. There is still concern on the commercial traffic ban on Route 209, however, we will monitor the events as we get closer to 2015.
- g. The Healthcare Small Business Seminar was scheduled for August 21<sup>st</sup>. Debbie will check if this date works for The Benefits Group. The subject came up as where the Benefit Groups should be the only presenter. The Supervisors suggested that there be more than one presenter. They will contact the provider for the township and adjustments will be made to the program. The program will be moved to September as a result of the addition.
- h. The Committee has elected not to hold a Holiday Event as this truly interferes with resident's holiday plans. It was decided that it would likely be better to hold

something early in the new year along the same lines as a get-together or networking event.

- i. MST Supervisors are working on replacement business cards for EDC.
- j. Beverly Brown has volunteered to work with Supervisor Mike Dwyer to draft EDC 2014 budget, which is due by October 2013.
- k. EDC meetings for the 2014 year were approved for the second Monday of each month. The schedule is as followings:

Jan 13, Feb. 10, March 10, April 14, May 12, June 9, July 14, Aug. 11, Sept. 8, Oct. 13, Nov. 10, Dec. 8 2014,

- l. Work sessions were advertised as Monday through Sunday with 9 a.m., 10 a.m., and 5 p.m. to 7 p.m. time slots.

The EDC meeting was adjourned at 8:40 p.m.

Minutes by: C. Wetherbee