

Business Park Development Committee

Northfield MA

Meeting 2 –Minutes

1.The group convened under the direction of Barry A Bordner (Chairperson). The meeting was held in the Town hall on Wednesday March 6th 2019 at 5 pm as advertised.

Present : Barry A Bordner Chair as appointed

Steve Seredynski Planning Board appointee

John MacDougall Northfield Area Tourism and Business Association appointee

Jack Spanbauer at large

2. Recognizing feedback from the Selectboard , that appointees to our group committee efforts require Selectboard approval, no official votes to add members or approve minutes were taken at this meeting.

3. Chair Barry B reported that he and John MacDougall met yesterday morning with Town Administrator Andrea Llamas for introductions and an exchange of information.

4. Discussion followed on the Objectives and approach adopted: (as per Minutes of 2/20/19)

Determine the need and record an assessment of our Town's position at the outset

Gather data available from recognized existing sources

Investigate, and elicit information from successful similar ventures from neighboring towns

Assess Northfield resident's reaction to the initiative

Determine sources of supportive resources—grants, collaborative teams etc

Place emphasis on a steady evolution of outcomes rather than speed

Work from a position of consultative discovery from invited guests and projects

Eventually develop a plan and narrow down the options of location

Set parameters for legal structures, ideal participating entities and common features.

5. Barry agreed to reach out to Franklin Regional Council of Governments at Mrs Llamas suggestion . A meeting in their Offices with Jessica Atwood on Wednesday March 13th at 3.30 pm has been subsequently arranged , again to appraise her of our effort, and request her support.

6. Sean Foster has indicated possible interest as a committee member. Barry will follow up with him, and arrange for submission of both Jack Spanbauer and Sean's names to the Selectboard for approval.

7. Barry offered the group formal binders including four printed extracts of relevance:-

- a) Designing Communities for Growth Judi Currie NH
- b) Goal 3—A Master Plan for Northfield
- c) Franklin County MA —Business Development Resources – FRCOG
- d) Planned industrial Park Inventory 2018 – FRCOG.

He requested that Committee members familiarize themselves with these articles.

8. As Chairperson, he also asked each of us to prepare (in bullet point outline format only) a first draft of a report on the Committee's recommended actions for consolidation to submit to Town Meeting in May.

Minutes Proposed : Jack S Seconded: Steve S

Date : 3/ 20 /2019

Business Park Development Committee

Northfield MA

Meeting 1 –Draft Minutes

1.The group convened under the direction of Barry A Bordner (Chairperson). The meeting was held in the Town hall on Wednesday Feb 20th 2019 at 5 pm as advertised.

Present : Barry A Bordner Chair as appointed

Steve Seredynski Planning Board appointee

John MacDougall Northfield Area Tourism and Business Association appointee

Jack Spanbauer at large

2. Formally recognizing the committee activities, Chair Bordner acknowledged the meetings will be open to public access, and reminded participants to complete the State Ethics on-line training (Conflict of Interest) course , and to be sworn in by the Town Clerk.

3. Group voted unanimously to affirm Jack Spanbauer to the committee as of this date.

4. Discussion ensued on the Qbjectives and approach to be adopted:

Determine the need and record an assessment of our Town's position at the outset

Gather data available from recognized existing sources

Investigate, and elicit information from successful similar ventures from neighboring towns

Assess Northfield resident's reaction to the initiative

Determine sources of supportive resources—grants, collaborative teams etc

Place emphasis on a steady evolution of outcomes rather than speed

Work from a position of consultative discovery from invited guests and projects

Eventually develop a plan and narrow down the options of location

Set parameters for legal structures, ideal participating entities and common features.

5. Barry agreed to reach out to Town Administrator Andrea Llamas to appraise her of our effort, and request her support.

6. Sean Foster was suggested as a possible committee member with value. It was agreed that he be polled for his interest.

7. The life of this committee was estimated to be a minimum of eight months. In order to have an initial summary of progress to put before the Town Meeting in May, it was agreed that initially fortnightly meetings at 5 pm on Wednesday evenings should be a practical schedule.

8. John MacDougall agreed to submit Minutes of this meeting for approval. (Members support and education on a preferred format and style of these records is requested as the process unfolds)

Minutes Proposed : Jack S

Seconded + Steve S

Date 3/ 20 /2019