



Town of Sheffield Economic Development Committee

Minutes of 2/16/11 meeting. Attendees: Kevin Schmitz and Rene Wood. No public in attendance.

Meeting called to order at 5:05pm; K. Schmitz chaired the meeting.

Motion was made by K. Schmitz, and seconded by R. Wood, to approve the minutes for 1/19/11 as written. Approval was unanimous.

Discussion of the business kiosk / information center was deferred to the next meeting.

Based on comments from the last meeting, R. Wood presented a draft back side of the previously discussed rack card draft of "How to Do Business in Sheffield", which would be under the Committee's sponsorship. Discussion ensued regarding this and the draft front side. Motion was made by K. Schmitz, and seconded by R. Wood, to review both drafts with key stakeholders – permitting Boards/Commission, Selectmen, Building Inspector and Town Administrator. Motion passed unanimously.

Committee membership was discussed. Consensus was that membership needs to increase as committee cannot do its jobs with so few members. Both members present outlined recruitment actions to be taken prior to next meeting. Those interested will forward a letter to the Board of Selectmen.

The next meeting was set for Wednesday, March 23, 2011 at 5pm, 2nd floor conference room.

Meeting adjourned at 5:35pm.

The following documents were reviewed during the Committee's meeting and have been retained as required by the Massachusetts public records retention policy: Drafts: "Doing Business in Sheffield", dated 1/20/11, front of card and 2/16/11 back of rack card.

Respectfully submitted by Rene Wood.