

TOWN OF STOW  
ECONOMIC DEVELOPMENT  
AND INDUSTRIAL COMMISSION

Minutes of the August 23, 2018 Economic Development and Industrial Commission Meeting

Members Present: Kevin Whalen, Tom Farnsworth, Serena Howlett, Jen Gero

Absent: Bob Collings, Andrew Bluestein, Jean-Claude Sureau

Kevin Whalen called the meeting to order at 5:30 pm.

**Public Input**

None

**Member Updates**

None.

**Planner's Updates**

*Lower Village Traffic Improvement Project*

Jesse Steadman said that Lower Village construction is going well, and the sidewalks on the south side of Great Road have been roughed in. The final condition of the road will have a landscape buffer between the sidewalk and the road. Jesse Steadman said that the drainage infrastructure is being installed, though it has not yet been connected.

*Recreational Marijuana Zoning*

Jesse Steadman said that the Planning Board is finalizing the Registered Marijuana Establishment Zoning Bylaw, to be presented at Special Town Meeting on October 1<sup>st</sup>. One of the Warrant Articles would allow residents to vote to create a 3% Local Tax on retail sales. The EDIC agreed that they would like to hear more about the bylaw, given the implications for local tax revenue.

*New Businesses*

Jesse Steadman said that a massage therapist is looking to locate on Gleasondale Road, and will be applying for a Special Permit through the Zoning Board of Appeals.

*Doing Business Guide*

Jesse Steadman said that the EDIC may want to consider working on a Doing Business Guide for Stow, and that guides from other Towns could serve as good examples. Doing Business Guides explain the process for expanding or starting a business in Town, including items such as how to get a business certificate or how the Special Permit process works. Stow's website currently provides a few links relevant to businesses, though a guide would put all of the information in one place and provide clear steps. The EDIC agreed to look at a few examples of Doing Business Guides.

### **Job Fair Debrief**

The EDIC discussed the Job Fair held earlier in the summer, agreeing that the turnout was great and that responses from participants was very positive. The EDIC agreed that they would like to host the event annually. Jen Gero noted that the banner made for the event has been stored with the Highway Department.

The EDIC discussed changes they would make for a future event, including changing the time to 3-5pm, and incorporating seasonal employment opportunities as many attendees were teenagers looking for summer jobs. The EDIC agreed to ask golf courses, orchards, and farms to participate in the next Job Fair.

### **Sign Bylaw**

The EDIC discussed their next steps with making recommendations on revising the Sign Bylaw. The EDIC agreed that it may be better to revise the bylaw in sections at a time. The EDIC agreed that the current bylaw gives some preference to certain businesses, contains unclear requirements, and needs to provide better design guidelines to create uniformity in signage.

### **Vote on Recommendation to Lower Village Revitalization Subcommittee**

Jesse Steadman said that the Planning Board has received a letter of interest from Jen Gero. Tom Farnsworth said that he would also be interested in joining the Subcommittee.

*Kevin Whalen moved to recommend Jen Gero to the Lower Village Revitalization Subcommittee to represent the EDIC.*

*Tom Farnsworth Seconded.*

**VOTED: 4-0 Unanimously in favor (Kevin Whalen, Tom Farnsworth, Serena Howlett, Jen Gero- Yea).**

*Kevin Whalen moved to recommend Tom Farnsworth to the Lower Village Revitalization Subcommittee to represent the EDIC.*

*Serena Howlett Seconded.*

**VOTED: 4-0 Unanimously in favor (Kevin Whalen, Tom Farnsworth, Serena Howlett, Jen Gero- Yea).**

### **Meeting Adjourned.**

Respectfully Submitted,  
Valerie Oorthuys