

**DRAFT - Town of Acton**  
**Economic Development Committee Meeting Minutes 01/15/2009**

I. Introduction

Doug Tindal, Sarah Fletcher, Dick Calandrella, Terra Friedrichs, Bruce Reichlen, Ann Chang, Nick Francis, Joe Ianelli

II. Public Input

Introduction of Sarah Fletcher (representative to the Middlesex West Chamber of Commerce) to the EDC members. Summary of the EDC history and current activities for Sarah. Discussion of the role and resources that Sarah could bring to the EDC in her capacity as Middlesex West Chamber of Commerce Rep. Nick Francis will follow up with Sarah to see if her office can provide the EDC with any relevant demographic information on Acton businesses.

III. Approval of Minutes

Approval of 01/08/2009 Meeting Minutes pending a revision of the wording in Section V Path Forward, Part C Draft Work Program Steps. Terra Friedrichs will advise Kristin Alexander on the required change.

IV. Discussion of Current Events

No outstanding issues discussed.

V. Path Forward

Owing to a lack of time, it was not possible to review work group templates. It was recommended that the EDC meet again in two weeks to review all the templates. Nick Francis will contact Kristin Alexander about arranging a meeting date.