



Town of Warren, Rhode Island

---

## Minutes of the Economic Development Board

The Town of Warren, RI Economic Development Board met at a Special Meeting on February 16, 2015 at 6:00 p.m. at Warren Town Hall. The presiding officer was Karen Dionne. Board members present were Sara Volino, Ben Terry, and Stephen Sypole. Board member Kathleen Tucciarone and Mark Lombardi were absent. Stephen Smith was present as a guest. Kristin MacDonald was present at the meeting to serve as Secretary to the EDB.

### **1. Review and Approval of Minutes from Regular Meeting held January 20, 2015**

The minutes from the meeting of January 20, 2015 were reviewed by the board. A motion to approve the minutes was made by Ms. Volino, the motion was seconded by Mr. Terry, and all members were in favor.

### **2. Update and review of research and status on town website and recommendations to Town Council.**

Ms. Dionne reported that the town budget hearings are scheduled to take place on February 28<sup>th</sup> and March 7<sup>th</sup>. The Town Council will review the budget request for the economic development board on March 7<sup>th</sup> between 12:30 and 1:00 pm. Ms. Dionne said there will probably be only a ten minute time slot to discuss the request for a new town website. Ms. Dionne said that she will recommend that the Town Council meet the full budget request of \$15,000-\$20,000 for the 2015-2016 budget year for a new town website. The board briefly discussed the importance of noting that the cost of maintaining the current website should be subtracted from the cost of the new website. Also, the board discussed the need for a point person at town hall that would be responsible for implementing the new website.

Town Council will review the Town Planner's position on March 7<sup>th</sup> between 9:00 and 9:30 pm. Ms. Dionne noted that the EDB would be in favor of restoring the Town Planner position to full-time status.

### **3. Discussion on annual spring cleanup and coordination with Conservation Commission for Earth Day Celebration**

Since Earth Day is officially Wednesday, April 22<sup>nd</sup>, the Conservation Commission will most likely schedule the Warren Earth Day celebration on Saturday, April 25<sup>th</sup>. The board

discussed plans to involve local businesses in a spring cleaning effort that would coordinate with the town Earth Day celebration. Mr. Terry volunteered to attend the next meeting of the Conservation Commission on February 24<sup>th</sup>, 2015.

#### **4. Discussion and update on March EDB open house with business owners and residents**

The board discussed plans to host an open business forum in April. It is to be decided whether this event will be incorporated into the scheduled meeting or will be a separate event. The board discussed whether the meeting should follow a specific agenda and whether refreshments should be served. In considering what businesses should be invited, the board also discussed inviting State Representative Jan Malik and State Senator Felag and Representative Malik. This item will be discussed in detail at the March meeting.

#### **5. Discussion of ideas for continuing initiatives for 2015**

The board agreed that the plans for a new town website, the open business forum, and the spring cleanup were top priority initiatives for 2015.

#### **6. Adjournment**

A motion was made to adjourn by Mr. Sypole, the motion was seconded by Mr. Terry, and all members were in favor.

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Kristin M. MacDonald  
March 15, 2015

