



Town of Warren, Rhode Island

Minutes of the Economic Development Board

The Town of Warren, RI Economic Development Board met at a Regular Meeting on May 18, 2015 at 6:00 p.m. at Warren Town Hall. The presiding officer was Karen Dionne. Board members present were Sara Volino, Ben Terry, Mark Lombari, Kathleen Tucciarone and Stephen Sypole. 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 the Regular Meetings of February 16, 2015 and April 20, 2015.

A motion was made by Ms. Volino to approve the minutes from the regular meetings of February 16, 2015 and April 20, 2015. The motion was seconded by Mr. Lombari and all members were in favor.

2. Discussion regarding neglected and empty storefronts, old signage, etc. in Main/Market/Child Street business area, and possible recommendations to Town Council on zoning code standards and enforcement.

Ms. Dionne said that she has emailed copies of the EDB's past letters regarding signage requests to Town Council to the town clerk. Mr. Sypole will review all of the previous letters to Town Council before drafting a new letter of recommendation. Ms. Tucciarone offered to review the final draft of Mr. Sypole's recommendation letter. Ms. Volino, Ms. Tucciarone, and Mr. Sypole will work together on the code enforcement and regulation subcommittee. Ms. Volino plans to meet with the Town Manager and the Zoning Official

3. Discussion of coordinating economic development efforts with Discover Warren and Warren Preservation Society.

This agenda item will be revisited at the June meeting of the EDB.

4. Update on new Warren municipal website.

Ms. Dionne reported that the next step involved with the new municipal website, assuming the funds are approved at the financial town meeting, will be to prepare a RFP and to eventually meet with website companies. Ms. Dionne has examples of similar RFP's to review before preparing a RFP for this particular project. Another important aspect of this project will be having trained staff to update the website once it is fully operational.

5. Discussion of EDB initiatives for the remainder of 2015.

The board discussed plans for an open business forum tentatively scheduled for Wednesday, September 23rd at Parker Mills from 5:00 to 7:00 p.m. The September board meeting will be scheduled for Monday, September 21st. One suggestion was to have a member of the Town Council speak at the event; the board also discussed having the event advertised in the local paper.

The board discussed the Hope & Main Farmer's Market scheduled for June 19, 2015.

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

The meeting adjourned at 6:35 p.m.

Respectfully Submitted,

Kristin M. MacDonald
June 13, 2015

