

RICHMOND ECONOMIC DEVELOPMENT COMMITTEE

April 12, 2016 - Minutes

Call to order: 9:30 am

MEMBERS PRESENT: David Woodmansee, Ed Smith, Joe Sheehan, Josh Comerford, Larry Casey, Meredith Westner

GUESTS: Karen Pinch, Henry Oppenheimer, Auburn Cole

No Motion on Minutes of January March 8th 2016 meeting as minutes were not complete

OLD BUSINESS:

- Richmond Community Marketplace

a) Letter from Karen Ellsworth.

It is believed that that the issues regarding insurance have been addressed – Dave Woodmansee to e-mail Ms. Ellsworth to clarify. Meredith Westner and Josh Comerford to attend next town council to address the budget reallocation request open business

b) Budget reallocation request – see above

c) Logo – a copy of the existing logo was shown and all are welcome to suggest improvements to it and/or create a new logo for review

d) Facebook page – the existing Hope Valley Indoor Winter Marketplace facebook page was renamed to Richmond Community Marketplace to capitalize on the existing 500+ followers – all are asked to “like” the page

e) Budget – no discussion pending outcome of Council Meeting

f) Marketing plan with EDC – Meredith Westner has an existing large sign for use by the RCM. Council Member Oppenheimer indicated that a sign of this size does not require further Council approval

g) Calendar / events

May 14 – plant sale

June 18 – I love Richmond Gifts Bags

Aug 6 – Richmond Business day

Oct 1 – Harvest Festival

- Further discussion

MOTION: (Josh): Meredith Westner to distribute the RCM info packet as discussed containing times and dates of events with minor edits as discussed using the Richmond business registrants database (Josh Comerford/ 2nd Joe Sheehan/All in Favor)

- Note that food trucks require hawkers license issued by Town Council

- There was discussion of perhaps working with the Rainbow Race, which is also taking place on RCM Opening Day May 14

OPEN FORUM

Auburn Cole from South County Growers Association was in attendance to gain information about the Richmond Community Marketplace. She expressed that Cedar Edge farm land is located in Richmond.

MOTION: Josh Comerford to draft letter to South County Growers Association to be sent to Auburn Cole via e-mail. (Josh Comerford/ 2nd Joe Sheehan/All in Favor)

II. Richmond Commons

- a. List of necessary information for future inquiries – information package
Josh Comerford is working with Denis Stetson on an information packet

III. Commerce RI Grant – \$3000.

The EDC is in favor of perusing this initiative. It was noted that there are budget workshop considerations given budget work is currently on-going and is to complete soon. It is anticipated the expenditure will be made in the next fiscal year.

MOTION: EDC to support the Commerce RI grant with town costs being around \$1000 (Josh Comerford/ 2nd Joe Sheehan/All in Favor)

New Business

- I. Richmond New Business welcome packet.
 - a. Suggestions on items to include in package.
- II. Richmond EDC new logo.
 - a. How best to get a new logo including business community?
- III. Identify know vacant commercial properties – list.
- IV. EDC Budget
- V. Park and Rec meeting invite to Nell Carpenter
Josh Comerford to invite Nell Carpenter from the Parks and Recreation department to the next EDC meeting
- VI. Invite Mike Kent to discuss possibility of construction hotel behind Billy Hills.
 - a. Identify past and current challenges.
- VII. Golf area support and marketing campaign?
 - a. Outline and define support and marketing plan promoting Richmond's golf industry.
 - b. Assign an EDC liaison for golf business's.
- VIII. Richmond EDC - new slogan ideas- for proposal to Town Council i.e. "Welcome to Richmond Play A-Round" or "Gateway to RI".

The slogan was discussed and noted that Larry Casey indicated his original proposal was "Let's Play Around in Richmond" Josh to draft a letter soliciting ideas for slogans.
- IX. Possible enterprise zone program for new business's relocating to Richmond –potential tax incentives, other incentives.
 - a. Identify existing tax programs for new business
 - b. Outline information for website and information flyer.
- X. Schedule first Richmond EDC Business Owner Consortium
 - a. Outline agenda for consortium

1. Purpose of Consortium is to hear what business owners need and expect from local government.
2. Provide information to state programs i.e. Commerce RI, etc.
3. Offer survey card
4. Sign form to be added to online directory on future EDC website.
5. Use current business registration forms for contact list.

XI. Website and marketing.

- a. Directory – business registrants.
- b. Suggestions for content/design.

XII. EDC email address forwarding.

MOTION: Josh Comerford will forward the existing EDC e-mail address to his personal e-mail address to simplify e-mail correspondence (Josh Comerford/ 2nd Joe Sheehan/All in Favor)

MOTION: Move items 1, 2, 3, 4, 7, 9, 10, 11 under New Business to next scheduled meeting (Josh Comerford/ 2nd Joe Sheehan/All in Favor)

Schedule next meeting

8:00 -10:00 am 5/10/16

Open forum

See above

Adjourn