**Economic Development Director**

**Planning Sub-Committee**

**Meeting Minutes**

DATE: January 22, 2015

TIME: 6:30 pm

PLACE: Lower conference, Town Hall

ATTENDEES: Dan Sherr, Dimitri Rimsky, Wayne Hileman, Tony Bedini

The meeting was called to order at 6:32 pm to discuss issues pertaining to the writing of a proposal to hire an Economic Development Director.

We did a recap of the January 13th meeting with the stakeholders, discussing the questions that were raised, the lessons we learned and how to maintain stakeholder’s engagement and support.

We discussed the letter that was written to the stakeholders asking for their Big Three Economic Development Initiatives for Washington. At meeting time we had received two responses. It was decided to send a reminder email in the morning.

We discussed the pros and cons of having the EDD be a full time or part-time position and how the reporting arrangement would be structured. Whether it would be a contracted position or a town employee. The consensus was a part-time, contracted person.

We made some educated guesses at what the cost of salary and materials might be and how best to structure a proposal to the BoF and the BoS.

Dan and Tony will possibly meet with the Gorman + York firm to get a better handle on costs and feasibility.

Wayne will draft a scope of work and deliverables for the proposal to be reviewed by the group.

No motions were made and no votes taken in this working session.

The meeting was adjourned at 8:35 pm.

Respectively submitted,

Tony Bedini