



## Cape Cod Economic Development Council

3225 Main Street, PO Box 226, Barnstable, MA 02630

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Minutes, March 3, 2014

**Present:**

John Harris, John Kilroy, Felicia Penn, Rick Presbrey, Allen White, David Willard,

**Absent:**

Ken Cirillo, M. Pat Flynn, Brian Mannal, Paul Rumul, Dan Wolf

**Also Attending:**

CCC Staff: Leslie Richardson, Taree McIntyre

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Felicia Penn called the meeting to order at 5:01 PM in the conference room of the Cape Cod Commission.

Council Chair Report

Remote Participation

Ms. Penn reviewed the *Procedures for Remote Participation* from the Massachusetts Attorney General and asked for discussion. Council members discussed the frequency of calling in, distance from the meeting location, and reasons for allowing a member to call in. Upon a motion by John Kilroy, second by Allen White, members approved remote participation with the following stipulations:

- Three days' notice must be given to the Council Chair (currently, making the deadline Monday, 5:00)
- Maximum allowance of three remote participations within a one year period
- Validity of reason for not attending and sufficient distance from the meeting will be determined by the Chair

International Oyster Symposium

Ms. Penn reported that she recently met with representatives of the International Oyster Symposium which will be hosted by Cape Cod, October, 2015 during the week of the Wellfleet Oyster Festival. The representatives are seeking sponsors and Ms. Penn has arranged for them to meet with the Barnstable County Commissioners at their next meeting on March 19.

Grant Committee

Spring, 2014 Grant Round

Ms. Penn reviewed a draft *Call for Letters of Intent* which included the areas of interest for funding, the method to apply, and the timeline for the full grant round. After a brief discussion, the only revision was to change the 5<sup>th</sup> area of interest from a white paper to an RFP regarding the effect of an increased minimum wage on Barnstable County. Upon a motion by David Willard, second by Rick Presbrey, the members voted to recommend to the Barnstable County Commissioners that they approve the grant round and the release of the *Call for Letters of Intent* with the revision (it was later determined that the funds were already budgeted for grants which constituted Commissioner approval).

### CEDS Advisory Committee

John Kilroy turned the CEDS Advisory Committee Update over to Leslie Richardson to be reviewed in conjunction with the CEDS Implementation Update.

### CEDS Implementation Update

Leslie Richardson summarized the *CEDS Workshop to Identify Regional Priority Projects*, held February 20<sup>th</sup> in Chatham. After a brief review of the process for creating the CEDS 5-Year Plan and the expected results from the workshop, Attendees met in small groups to list issues on Cape Cod that should be considered for Regional Priority Projects. To meet her timeline for the 5-Year Plan, Ms. Richardson intends to have the list prioritized by May 2 and a draft of the CEDS 5-Year Plan completed by May 5 in order to complete the approval process in June. There was a brief discussion regarding the difficulty of finding and keeping a leader for each of the priority projects.

### Vote Revision on the Economic Development Work Plan for FY2015

Upon a motion by David Willard, second by John Kilroy, and approval by all, the December 5, 2013 vote was amended to read *that the CCEDC recommends to the County Commissioners that License Plate revenue fund the proposed economic development work plan of the Cape Cod Commission in an amount up to \$290,000 for programming and administrative expenses. This amount equals level funding with last year.*

### Cape Cod Regional Marketing Analysis Presentation

Ms. Richardson summarized the results of the February Stakeholder Survey through a power point presentation. The survey, which was completed by 397 respondents, was a convenient means to maximize public participation in the creation of the 5-year plan. Council members were interested in studying the full version of the final report and it will be distributed by Ms. McIntyre.

### Board Minutes

Upon a motion by David Willard, second by Allen White, the minutes of the December 5, 2013 and February 6, 2014 meetings were approved.

### Other

#### CCEDC Website Review

Ms. Penn introduced the newly rebuilt CCEDC website and demonstrated the ease of navigating the updated information. Council members approved immediate activation of the new website.

#### Cape Cod Commission Withdrawal Petitions

Rick Presbrey stated that Paul Niedzwiecki, Executive Director of the Cape Cod Commission, could use some increased support in dealing with the *Withdraw from the Cape Cod Commission* petitions that have been presented to nine of the fifteen Cape towns. All agreed that the CCEDC members needed to take a proactive stand. Ms. McIntyre will distribute informational reports on each of the towns detailing services provided by the Cape Cod Commission.

The meeting was adjourned at 6:42 pm.