

Economic Development Council
Minutes
Meeting: March 1, 2006, 9:30 am
Judge Welsh Room

Present:

Members: Chairman Stephen Melamed, William Dougal, Hunter O'Hanian, Alix Ritchie, Gabrielle Hanna, Henry Tuttle

Staff: Acting Assistant Town Manager/Grant Administrator Michelle Jarusiewicz, Building Commissioner Douglas Taylor, Town Manager Keith Bergman

Guests:

Leslie Richardson and Dan Dray from Cape Cod EDC

The Economic Development Council portion of the meeting was called to order by the Chair Steve Melamed at 9:30 am.

Alix Ritchie distributed handout of various tables/grids identifying initial tasks, opportunities, synergies, and conflicts between the various economic sectors.

Bill Dougal made a pie chart to try to graphically reflect the approximate scope of the current various economic sectors in Provincetown. There was discussion and agreement that there should be space left for an "unknown as yet" segment.

Seasonal Rentals	Tourism	Gay & Lesbian Tourism
60%	↓	
46-64		
23		

Leslie Richardson and Dan Dray go over their Local Economy Research & Planning Project Draft Scope of Services and set a timeline for each of the Steps to be taken in Phases I and II.

Phase I: Baseline Data and Case Studies
Data Collection and Analysis

30 days was given to Review reports and data categories provided by EDC and to Review Goals of EDC and develop research questions by sector (including information provided by Alix).

30 days was given to Finalize data list.

120 days was given to Collect & Compile Data (90 days) and Analyze data (30 days).

30 days was given to Develop maintenance plan and give Final Report.

It was discussed that the entire process (Phases I and II) could take as long as one year.

Case Studies

Half a day was given to Identify key characteristics of comparison communities.

90 days was given to Conduct literature search.

30 days was given to Analyze case studies.

Half a day was given to review findings.

Half a day was given to give the Final Report.

Phase II: Sustainable Vision/Action Plan
Develop Group Process

30 days was given to Select sectors and issues.

30 days was given to Identify stakeholders for each sector/issue group and invite to participate.

The Design and Implementation Process will be discussed at the March 15 meeting. At that time Joint meetings with Pier Corp, VSB, and the School will be discussed and scheduled.

Hunter made Motion to pursue a Memorandum of Agreement with Barnstable County generally consistent with the Draft of Services and the Draft of Scope Work of the EDC.

Alix Second
6-0 in favor.

Minutes of February 2 were accepted.

A tentative schedule was set for EDC meetings for 2006 - March 15 and 30, April 19, May 3 and 17, June 7 and 21, July 12 and 26, August 2 and 23, September 6 and 20, October 4 and 18, November 1, 15, and 29, and December 6.

EDC Meeting adjourned at 11:25.

The MCC Adams Grant Task Force portion of the meeting was called to order by the Chair Steve Melamed at 11:30.

Michelle Jarusiewicz went over the agenda for the day:

2006 MCC Adams Grant Award

Steve announced the Selectmen's approval of the reception of a \$40,000 Grant. Michelle distributed a handout summarizing the Adams Grant Project.

Starburst Packing Coordinator/Streetscape

Michelle will put together ads for the paper. A handout of notes from the sub-committee meeting on 2/28/06 was distributed.

Alix made Motion that the Task Force endorse the concept of the Provincetown Cultural Package presented by the Sub-Committee.

Bill Second.
13-0 in favor.

DMO

Notes from the February 27 DMO Sub-Committee meeting was distributed.

Further discussion ensued regarding pursuing the creation of the DMO Sub-Committee.

The next meeting for the Task Force is April 6 at 10 AM.

Task Force Meeting adjourned at 1:00 PM.