



# Franklin Regional Council of Governments

## Economic Development District (EDD) Governing Board

Date:	October 18, 2017
Time:	3:00 p.m.
Location:	12 Olive Street, Greenfield, MA
Duration:	0.5 hours
Facilitator:	Nan Riebschlaeger, Chair

### EDD Governing Board Attendees:

- Gary Dillensneider, Committee Vice Chair, Franklin County Community Development Corporation
- Linda Dunlavy, FRCOG Executive Committee
- Nan Riebschlaeger, Chair, Town of Wendell

### FRCOG Staff:

- Jessica Atwood, Economic Development Program Manager
- Alyssa Larose, Senior Land Use & Natural Resource Planner
- Peggy Sloan, Director of Planning and Development

### Guests

None

### **1 – Call the meeting to order, and round of introductions: Nan Riebschlaeger, Chair**

The meeting was called to order at 3:05 p.m. by Chair Nan Riebschlaeger. A round of introductions followed.

### **2 - Vote to approve minutes from May 4, 2017 and June 7, 2017**

A vote was not taken to approve minutes due to lack of a quorum.

### **3 – Status of the current EDA contract and role of the EDD Governing Board moving forward**

J. Atwood presented the status of the current EDA contract. The EDA Planning Partnership contract was received in July 2017. It is the second contract of a 3-year cycle. The grant award is for \$70,000. Match is provided by staff time of the FRCOG Executive Director and Planning Director, and the State's District Local Technical Assistance grant. There is a new Massachusetts EDA representative at the Philadelphia office who is very experienced and a champion of getting projects funded. She is familiar with our area and was the contract manager for the FCCDC's EDA disaster funds after Tropical Storm Irene. She provided Atwood with a checklist to make sure all CEDS reports created by EDDs are in compliance with federal regulations.

One thing required is documentation that the report is adopted by the governing body of the EDD. As the EDD is the FRCOG, the governing body of the FRCOG is the FRCOG Executive Committee. Atwood continued that in the previous program year there was discussion about the governing boards of other EDDs as well as the change in federal regulations regarding governing board membership composition. It is recommended that we transition the membership of the EDD to the FRCOG Executive Committee. No change is needed to the EDD Governing Board bylaws to reflect this, since the FRCOG Executive Committee appoints the membership of the EDD. This does not impact the CEDS Committee, which will continue as is.

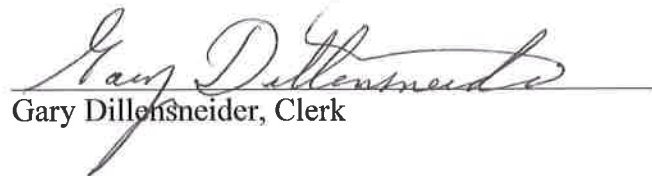
Atwood reviewed the CEDS report approval process would be under this arrangement. The CEDS Committee guides the creation of the draft report, which is then released for a 30 day public comment period. During the comment period, the FRCOG Executive Committee and Franklin Regional Planning Board (FRPB) will review the draft report. After the close of the comment period, the CEDS Committee will review and vote on the final report. The FRCOG Executive Committee then votes to adopt the final report, followed by a vote by the Franklin Regional Planning Board to adopt the report. The report must be submitted to EDA by June 30<sup>th</sup>.

The next step regarding EDD Governing Board composition is to present it to the FRCOG Executive Committee at their meeting on November 9. The current EDD membership will meet again discuss the outcome of the November 9<sup>th</sup> meeting. It was determined that the next EDD Governing Board meeting will be on the same day as the next CEDS Committee meeting sometime in January 2018. Atwood thanked N. Riebschlaeger and G. Dillensneider for their years of service on the EDD Governing Board.

**4 – Other business not reasonably anticipated 48 hours in advance, and adjourn.**

At 3:16 p.m. N. Riebschlaeger asked if there is any other business. Being none, Riebschlaeger motioned to adjourn the meeting.

Respectfully submitted by:

  
Gary Dillensneider, Clerk