

CITY OF EAST PROVIDENCE

ECONOMIC DEVELOPMENT COMMISSION

**Minutes of April 30th, 2015
Held In Conference Room A**

Present were Jonathan Killian, Frederick Radway, Maria Lindia, Marco Pacheco, William Smith and James Moran (staff)

The meeting was called to order at 7:04 p.m.

Old Business:

None

New Business

Agenda Item 1. Webpage discussion related to economic development content

Mr. Moran utilized a computer and projector to discuss the City's new webpage content and show the Commission the changes that have been made to the new webpage. Chairman Killian recommended that a new page window should open when you select a link, rather than the same tab. Mr. Radway recommended that one of the documents that can be added to the page would be the trade name certificate available through the office of the City Clerk.

Chairman Killian stated that the application should not include all of the pages that provide support information and that that Commission should only receive pages that contain the relevant information

Agenda Item 2. Flow chart for permit tracking

The Commission discussed the draft flowchart created by Mr. Moran. After the discussion it was agreed that the flowchart was somewhat confusing and would require amendments to make the chart easier to follow. Mr. Moran said that he would work on amending the application and bring it back to the Commission at a future meeting for their review.

Agenda Item 3. Updates on projects status

Mr. Moran provided an update on major economic development projects occurring in the City including the 375 Wampanoag Trail project and the 77 Highland Avenue project.

Adjourn: The Commission adjourned the meeting at 8:30 pm

Signed _____
James Moran
Secretary