



**TOWN OF WESTFORD
ECONOMIC DEVELOPMENT COMMITTEE**

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5501 Fax (978) 399-2557

Meeting Agenda
Economic Development Committee
Thursday January 19, 2017 at 8:15AM
Town Hall, Main Conference Room, 2nd Floor
55 Main Street, Westford

- I. Call to Order/Announcements
- II. Approval of Minutes of 12/15/16 EDC Meeting
- III. Administrative Items
 - a. Minutes for this meeting to be taken by Ian Coveny
 - b. Discuss "Open Meeting Law" rules on correspondence via email. IE: Hitting Reply vs Reply All.
 - c. Update on EDC Website (Ron Caterino)
- IV. Mass Development "Massachusetts Site Readiness Program" (Ian Coveny)
 - a. Summary of 11/30/16 meeting
 - b. Boost Commonwealth's inventory of large, well located, project ready sites.
 - c. Accelerate private-sector investment in industrial and commercial projects
 - d. Support conversion of abandoned sites and obsolete facilities into clean, actively used, tax generating sites
- V. Town of Reading Survey (Bill Nussbum/Tom Barry)
 - a. Meeting with Bob LeLacheur, Town Manager and Jessie Wilson, Economic Development Liaison
- VI. Nabnasset Village Meeting Follow-up
 - a. Ballfield netting to protect area where kids play (Joan Bennett to follow up with Pat Savage)
 - b. Leaf composting (Jodi addressed this request with Agricultural Committee...any response?)
- VII. 2017 EDC Work Plan forwarded to BOS for comment and input
- VIII. Thoughts on a "Business Breakfast" in late Spring (Bill Nussbum)
 - a. Who, where, what's to be covered???
- IX. Available Space Review
 - a. Tech Park West apartment complex
 - b. Courier Building
 - c. Town Farm
 - d. Very Fine
 - e. 10 North Main
- X. Westford Business Association Update (Patti Mason)
 - a. Update on available space project
- XI. 12 North Main Street Task Force Update (Eli Demetri)
- XII. Regional Partnerships Update (Chris Kluchman)
- XIII. Comments, Discussion, Action Items, **Adjourn (by 9:45am)**