



**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, November 15, 2018 at 8:15 A.M.  
Westford Town Hall  
2<sup>nd</sup> Floor Main Conference Room

- I. Call to Order/Announcements
- II. Approval of Minutes of 10/18/18 EDC Meeting
- III. Administrative Items
  - a. Minutes for this meeting to be taken by Bruce Rosenberg
  - b. GLCC Community Champion Award given to Rangoli Grill (Gulsham and Rashmi Kumar)
  - c. Have you installed MicroSoft Outlook to replace First Class email???
- IV. Update on DLTA XI Project – Permitting Guide Updates (Jay Donovan – 8:30 – 8:50am)
  - a. Case Study - 39 Main Street – Muffins On Main
  - b. Discussion at December EDC Meeting regarding updates to EDC section of Master Plan
- V. Nominations and Election of Chair and Vice-Chair positions beginning in 2019
- VI. Town Manager Comments and Updates
- VII. Update on “New Business Permit Applications” in the last several months
  - a. Anything new at Orchard Square
  - b. Any new businesses taking over vacant space at Westford Valley Marketplace
  - c. With closing of Papa Gino’s in WVMP, vacancies now at 12 of 30 spaces.
  - d. D’Angelo’s also closed in strip mall across from WVMP
- VIII. Attendance and Report on “Outside” Meetings
  - a. Middlesex 3 – Town of Chelmsford (Joan Bennett)
  - b. 495 MetroWest Partnership – (Bruce Rosenberg)
  - c. What’s Happening in Middlesex 3, held at Juniper Networks – on 11/2/18 (Tom Barry)
- IX. Westford Business Association Update (Patti Mason)
  - a. 5<sup>th</sup> Annual Meeting held at Westford Regency on 11/8/18
  - b. Excellent presentations from Nashoba Valley Technical High School and Westford Academy
- X. 12 North Main Street Task Force Update (Tom Barry)
- XI. Review 2018 EDC Work Plan and preparations for 2019
- XII. Comments, Discussion, Action Items, **Adjourn (by 9:45 a.m.)**