

**Call to Order**

The meeting was called to order at 8:00 a.m. in the 1<sup>st</sup> floor Conference Room at the Town Offices. Present were: Chairman John Fenton, Vice-Chairman T. Bradley Duffin, Holly Nahabedian, David Pierre, and Jeffrey Spagat; also present were: Planning Director Paul Materazzo, Senior Planner Lisa Schwarz, and Selectman Paul Salafia.

**Minutes**

On a motion by Mr. Duffin seconded by Mr. Pierre, the Council voted to approve the November 12<sup>th</sup> minutes by a unanimous vote.

**Potential Town Meeting 2016 Restaurant – Fast Food Article**

How to streamline processes for new businesses coming to Town, specifically restaurants in the Greater Business (GB) and Mixed Use (MU) districts was discussed. ZBA Chair David Brown distributed *Restaurant By-Law Changes – 2016 Town Meeting* document with types of restaurant Definitions, Accessory Uses, and Table of Use Regulations. Mr. Brown explained his proposed changes to the definitions as written in the document to better reflect the types of establishments that are in town, and ways to ease the permitting process. In addition, he suggested some changes to the Table of Use Regulations in the GB and MU areas to help streamline the process. When finalized, these changes will be reflected and presented in an Article at Town Meeting.

Accessory Uses such as putting seasonal tables and chairs outside was also discussed in an effort to streamline this process. Mr. Materazzo will create a second Article to address proposed changes and report back at the next EDC meeting.

**EDC Plan of Action**

*Pfizer:* Proposing a 150K square foot addition to their Andover campus for Research and Manufacturing. Pfizer is also considering other U.S. locations, but is hoping to get local and then International approval to remain in Andover. Information will be requested from Pfizer to provide the economic benefits of the expansion in order for EDC to create a one-page summary sheet in support of the project.

*Town Website:* Town Manager Andrew Flanagan is working on improving the Town website as a high priority. Ms. Schwarz will provide an update at the next EDC meeting.

**Future Meeting Schedule**

Resume meeting on the first and third Thursdays of each month.

**Adjournment**

The meeting was adjourned at 9:10 a.m.

Documents: Restaurant By-Law Changes – 2016 Town Meeting  
Restaurant Definitions in Other Cities & Towns