

**Call to Order**

The meeting was called to order at 8:10 a.m. in the 2<sup>nd</sup> floor Conference Room at the Town Offices. Present were: Interim Vice-Chairman T. Bradley Duffin, Marlene Hoyt, Andrea Leary, Holly Nahabedian, and Mike Sewall; also present were: Senior Planner Lisa Schwarz, Selectman Paul Salafia, and Selectman Alex Vispoli.

**Minutes**

On a motion by Ms. Leary seconded by Ms. Hoyt, the Council voted to approve the January 7<sup>th</sup> minutes by a unanimous vote.

**Pfizer Andover Guest Speaker**

Pfizer Senior Director Site Engineer Gil Stevens gave a PowerPoint presentation providing the history and demographics of the company along with an overview of the economic impact of Pfizer's proposed site expansion which is currently before the Planning Board and trying to move forward as quickly as possible.

The Andover site is a biotechnology facility where Clinical and Commercial Drug Substance production is done. Mr. Stevens reported on specific drugs currently manufactured at the site where the Andover location is seen as the center of innovation as both a Research and Development as well as a Manufacturing site. Pfizer supports sustainable Andover, is a community partner with Transportation Management Organization (TMO), provides Community Outreach by partnering with the school system to provide job training and chemistry tutoring services, and donates money to local charities.

Mr. Stevens highlighted the features in the proposed new 175,000 square foot, 5-story state-of-the-art facility which will bring 75 new positions when fully operational by January 2019. He believes that the Andover site is best positioned to attract the needed employees based on talent, knowledge and skillset.

The EDC wants to support moving this project forward and will create a one-page document showing the economic impact including personal property tax, real property tax, and sales tax as well as demonstrating the positive benefits that Pfizer brings to the community. Any way that the EDC can help will be beneficial including marketing the project and supporting a potential State TIF or any tax incentive, in order to receive Pfizer corporate approval to choose to expand in Andover over two other sites being considered.

**Parking Study/Task Force Update**

A parking study final report has been submitted. The Board of Selectmen and Town Manager will determine who will comprise the Task Force with a Selectman liaison to help implement recommendations. Moving this forward is exciting to help promote economic development.

**Economic Development Updates**

*Economic Development Council members:* Shawn Carroll and Jeffrey Spagat are no longer on the Council. Current members are asked to decide what additional representation from the Town is needed to fill the open positions in order to create a well-rounded representation of Town/Business people on the Council. Once the desired category is determined, then potential candidates who can make a commitment will be identified and invited to join. Additionally, a permanent Chair and Vice Chairperson needs to be voted in.

**Economic Development Updates (cont'd)**

*Review Meeting Frequency:* There was discussion about the necessity for two vs. one EDC meetings/month. Subcommittees can meet in between and report back potentially at a two-hour monthly meeting. This will be reviewed with consideration given to time commitments and the need to include public input.

*2016 Goals:* A suggestion was made to revisit the S.W.O.T. analysis that was done a few years ago to help determine 2016 goals on which the EDC should focus. Town Manager Andrew Flanagan will be invited to a future meeting to assist in determining future projects.

*General discussion included:* 1) the difficulty of a business person being able to put up a sign on the side of their building, which Ms. Nahabedian will explore further in order to understand the obstacle with hopes to prevent further frustration; 2) with General Electric's Headquarters relocating to Boston, strategies for marketing Andover as an attractive and accessible Town to live for new employees who will be relocating here should be explored.

**Adjournment**

The meeting was adjourned at 9:30 a.m.

Documents: Pfizer Andover: *Andover Town Economic Development Council Building E*  
PowerPoint slides