

Call to Order

The meeting was called to order at 8:00 a.m. in the 2nd floor Conference Room at the Town Offices. Present were: Chairman John Fenton, Vice-Chairman T. Bradley Duffin, Marlene Hoyt, Andrea Leary, Michael Morris, Jr., Holly Nahabedian, David Pierre, and Mike Sewall; also present were: Senior Planner Lisa Schwarz and Selectman Paul Salafia.

Minutes

On a motion by Mr. Morris, Jr. seconded by Mr. Duffin, the Council voted to approve the May 3rd minutes by a unanimous vote.

Membership

Consistent commitment by members is important. Subcommittee meetings will be relied upon to continue moving projects forward.

One new Council member from each of the following is being considered: Philips Medical, Pfizer, Inc. and Phillips Academy. Ms. Leary spoke with candidates from Pfizer, Inc. and Philips Medical who have indicated their interest in joining the EDC and will complete pertinent paperwork. Ms. Schwarz will work with Mr. Salafia to follow-through on paperwork completion for three new potential EDC members.

Recap Accomplishments 2015/2016

- Passing the Town Yard Article was a huge accomplishment and appreciation was expressed for the team effort.
- Restaurant Amendment – Streamlined permitting process is another success.
- Shawsheen Greenway initiative is progressing. Mr. Steve Fink will provide Mr. Fenton with a contact to invite to a future EDC meeting for an update from the Shawsheen Greenway working group. How EDC can support this initiative, including a town-wide clean-up, will be further discussed.

Update on EDC Projects

- Because of the Historic Mill District rezoning, there is a requirement for Design Guidelines to be explored and implemented. Ms. Schwarz has been talking with design firms who have expressed interest in the project due to the desirable features such as the river, train station, downtown area, purchase of land to move municipal services, and community support. This T.O.D. area will be a major topic to be worked on.
- *Marketing/Branding*: transportation and development around the river is essential. The history, transportation, open space, employee base, and education help to define what Andover is about; marketing and branding around these assets will be worked on by EDC along with the Planning Board Staff and Selectmen.
- *Parking*: Ms. Schwarz created a matrix of specific tasks that each of the involved department representatives are working on in order to move this project forward. Subcommittees are reporting back to the larger committee 1x/month. The sub-groups are working on specific tasks such as pay and display revamping, wayfinding – tie into Town branding, etc. Short- and long-term goals will be set. Mr. Pierre and Ms. Nahbedian are working on this.
- *Municipal Services RFP* needs to be done now that the land has been purchased for the relocation.

Update on EDC Projects (cont'd)

- *Website:* Mr. Pierre will report information to EDC. A subcommittee needs to be formed to help develop the EDC “button” for the website.
- *Corporate Outreach:* Ms. Hoyt and Ms. Leary will be working on this subcommittee.

Mr. Fenton will email Council members to finalize subcommittees and project priorities.

Other Items

- Thursday June 16, 7:00 a.m. at Indian Ridge Country Club - Town Manager Andrew Flanagan will speak and Andover Chamber of Commerce will recognize Town honorees. All are invited.
- End of June - Merrimack College accepted students' day with parents will include a trolley to go between the college and Downtown Andover. Ms Schwarz and Ms. Nahabedian are working on compiling a business advertisement booklet which will be provided. A suggestion was made to include a list of Andover hotels also.
- Andover Historical Society Director Elaine Clements expressed appreciation to committee members for including history, art, and culture in the town-wide redevelopment and improvement plans. She invited EDC members to the Historical Society's annual breakfast on June 8, 7:30-8:30 a.m. at Andover Country Club.
- A pocket park is being designed for the corner of Essex Street and Red Spring Road.

Next Meetings

- June 30 – invite Shawsheen Greenway initiative representatives to provide an update; also parking and website update to be put on agenda.
- July, 14, July 28, August 18, September 1, September 15 (resume 1st and 3rd Thursdays of the month) with the regular EDC meeting from 8:00-8:50 a.m., and then subcommittees meet until 9:30.

Adjournment

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