

Call to Order

The meeting was called to order at 8:05 a.m. in the 3rd floor Conference Room at the Town Offices. Present were: Interim Chairman T. Bradley Duffin, Mark DeCourcy (remotely), Christopher Joel, Michael Morris Jr., Geoffrey Piva, and Gil Stevens; also present were: Planning Director Paul Materazzo and Director of Business, Arts and Culture Ann Ormond.

Discussion led by Gil Stevens

Mr. Stevens gave a presentation which synthesized information from prior EDC discussions to help prioritize topics/projects to work on over this year. The overall goal and suggested procedure moving forward is for Council members to gain information, take action, educate and influence the Community. Council members agreed with the suggested format and discussed the slides at length. In general, each topic selected will have an identified EDC session leader who will prepare a Listening Tour Presenter in order to target pertinent information to deliver to Council members. That information will then be discussed so an action plan can be set in order to support new projects, make it easier to start and continue business, and ensure proper connections are made.

A list of possible informational topics and actions were suggested, discussed, and some revisions made which will be sent to members by email. Some examples are to invite the following: Town Manager Andrew Flanagan, Superintendent of Schools Shelley Berman, Historic Mill District Task Force Chair Charlie Kendrick, Zoning Study Committee Chair Dan Casper, Marlborough MA EDC Chair, Brokers, AVIS/Shawsheen River Greenway/Conservation Commission, and others. EDC members are interested in learning about the net economic benefit and overall community impact from proposed projects, and how to best market/communicate information to the Community.

Prior to the next EDC meeting, Council members will review the list of informational topics and choose the top 3 on which to work this year. Setting agendas ahead and focusing the listening tour speakers will help to spend time more efficiently. A suggestion was made to include the mission statement on each agenda.

Review of 2012 Master Plan Economic Development Section and EDC Mission

The EDC Charter and Mission Statement as well as the Economic Development section (written 2010-2011) of the Master Plan will continue to be reviewed, discussed, and brought up-to-date. Key metrics should be reviewed annually and updated on the Master Plan and town website. Longer term strategy should be considered.

Other Business

Building permit applications are at a historic high. Mr. Materazzo gave a brief update on the following projects: 27 Main Street; 89 Main Street - Smythe & Dove restaurant; 32 Park Street – Lillian Montalto acquiring space currently occupied by Learning Express and will build an office building with a public roof deck meeting space; 146 Dascomb Road – stay, play, work space; HMD – move train entry, create better pedestrian walkways, working on RFP to dispose of current asset.

Other Business (cont'd)

Mr. Duffin requested to have the 3 current EDC members who are slated for June, 2019 term expiration to be reinstated. Ms. Ormond will work with members to get reinstated to another term.

Next Meeting

January 18, 2019 at 8:00 a.m.; Agenda items:

1. Set priorities – choose top 3 informational topics and top 3 actions from today's presentation on which to focus this year.
2. Revise wording on EDC Charter/Mission Statement
3. Set agenda topics for future EDC meetings

Adjournment

The meeting was adjourned at 10:00 a.m.

Documents: Spreadsheet of available Andover property

EDC section of Master Plan

EDC 2013-2016 accomplishments and other possible future actions/endeavors

Economic Development Council 2019 Agenda Setting slides from today's presentation