

Call to Order

The meeting was called to order at 8:05 a.m. in the 2nd floor Conference Room at the Town Offices. Present were: Interim Chairman T. Bradley Duffin, Evan Belansky, Mark DeCourcy, Christopher Joel, Michael Morris Jr., Geoffrey Piva, and Gil Stevens; also present were: Senior Planner Lisa Schwarz and Selectman Paul Salafia.

Minutes

On a motion by Mr. Morris Jr. seconded by Mr. Belansky, the Council voted to approve the February 22nd minutes by unanimous vote.

Review of Economic Development Section of the Master Plan

Mr. Stevens lead a discussion in an effort to refresh the Economic Development (ED) section of the Master Plan which was created in 2012 based on 2010 data. The goal was to determine what is durable, outdated or missing and then to consolidate the Council's assessment of the plan to create action steps. The Council's mission is to gain information (listen and learn) in order to support new projects by educating and influencing the Community on economic benefits. The value of an Economic Development Strategic Plan was discussed. Key inputs include the voice of residents, EDC, and Town Government along with the Town Master Plan as some examples. These inputs as listed on the ED section of the Master Plan were reviewed to determine what areas EDC can influence in order to promote economic development. Educating residents on economic implications for the entire Town, from specific projects, is needed. Doing a separate S.W.O.T. analysis for each of the different development areas was suggested. Creating a white paper which provides data on why economic development is important is also needed.

The 2012 ED goals as listed on the Master Plan were reviewed to determine which are pertinent to Staff or whether EDC can influence. The following were identified as areas that EDC can effect:

(page 40) Goal ED-1 Employment:

- ED.1.2 Continue to promote a community identity that values quality businesses that support an expanding job market. (EDC education goals)
- ED 1.4 Preserve and redevelop the General Business Districts whenever possible.
- ED.1.5. Continue to keep the Industrial Districts competitive. (will update S.W.O.T. analyses)

(page 41) Goal ED-2 Retention, Promotion, Marketing:

ED.2.1. **Retain** existing jobs and companies currently located in Andover.

- The Economic Development Council would work with Town officials and staff to implement a proactive economic development strategy and address issues of concern. This Council can also be used to market and promote Andover, as well as to focus on endeavors that create new job opportunities.
- Work with existing businesses and building owners to retain existing businesses. (Staff with EDC support)
- Establish a process that engages the private sector in community decisions.

(page 46) ED.2.2 Promote and market Andover to attract new businesses and create new jobs.

- Increase awareness of what Andover's businesses and their significant commercial/industrial property tax base add to the community. (white paper information)

(page 47) **Goal ED-3 Regional Center:**

- ED.3.3. Strengthen and maintain Andover's position as a regional center for pharmaceutical, medical, research and other professional services.

(page 40 box) **Vision – Financial Stability/Key Economic Indicators (KEI):**

- Building permit activity for new construction, expansion, or renovations
- Vacancy rate in the Commercial and Industrial Zoned Districts
- Adherence to guidelines established by the Finance Committee and Board of Selectmen. Specifically:
 - 1. Capital spending targets

These KEIs will continue to be reviewed at next meeting and will include CIP (Commercial Industrial Personal Property tax base). Datasets need to be evaluated annually in order to understand trends and how Andover is performing compared to peer communities.

Next Meeting

Friday, March 22, 2019

Proposed Agenda: Princeton Properties Presentation; Continue discussion/evaluation of Key Economic Indicators.

Ms. Ormond will send draft agenda to Mr. Belansky ahead of meeting for approval as he will be acting Chair for that meeting.

Adjournment

On a motion by Mr. DeCourcy seconded by Mr. Piva, the meeting was adjourned at 9:40 a.m.