



**TOWN OF WESTFORD  
ECONOMIC DEVELOPMENT COMMITTEE**

TOWN HALL  
55 Main Street  
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Meeting Minutes  
Economic Development Committee

Thursday, May 21, 2015 t 8:15 A.M.  
Town Hall, Main Conference Room, 2<sup>nd</sup> Floor  
55 Main Street, Westford

Attending: Tom Barry (Committee Chair), Ron Caterino, Eli Demetri, Jeff Hillam,  
Chris Kluchman (Remotely), Heather Maietta, Bill Nussbum, Jodi Ross  
Andrew Stern

The meeting was called to order by Tom Barry at 8:15 A.M.

Administrative items

A role call vote was taken on the Draft Minutes of April 16, 2015, and approved, with Andrew Stern abstaining.

T. Barry announced that Committee terms will expire on June 30, 2015. We will now be commencing with staggered terms, and each potential member will have either one, two, or three year terms.

Graniteville Village Meeting

The meeting will be held at the United Methodist Church on June 2, 2015 at 10 Church Street Westford, at 7:00 to 8:30 P.M. The purpose is to discuss various economic initiatives and issues of importance to Graniteville residents. Various members of town staff with insight into Village affairs, the Economic Development Committee, and a representative from NMCOG will join interested residents for this discussion.

12 North Main Street Task Force Update

Eli Demetri discussed that \$75,000 in funds has been appropriated for a feasibility study. An RFQ has been issued for this study with responses due on May 26<sup>th</sup>. An award will be made on June 9<sup>th</sup>, with results of this study to be ready for September 14, 2015. It was also noted that 12 North Main Street will be one of the topics presented at the Strategic Planning retreat in June.

### EDSAT Project

Ron Caterino announced that the Survey was completed on May 1<sup>st</sup> and submitted to the Dukakis Center for review. On June 25<sup>th</sup> a meeting will be held with business leaders at a Workshop in Westford. A list of invitees was discussed, and Jodi Ross will create a letter to those who will be involved, relative to the goals of this meeting. Jeff Hillam will work with Jodi on the distribution of the letter. Barry Bluestone of the Dukakis Center at Northeastern will moderate this discussion.

### Strategic Planning Retreat

The Retreat will be held on June 18, 2015 at Kimball Farm. The EDC will sponsor a booth to discuss our current activities, which include such topics as the WBA, EDSAT, and Village meetings to Westford residents.

### Business Exposition

The Committee decided not to have a booth this year.

### Comments

The Very Fine site is more actively being marketed. Jodi would like the EDC to look at various ideas to perhaps assist in the sale of this property.

Respectfully submitted,

Tom Barry  
Economic Development Committee Chair