



TOWN OF WESTFORD  
ECONOMIC DEVELOPMENT COMMITTEE

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

Meeting Minutes  
Economic Development Committee

Thursday, October 16, 2014 at 8:15 AM  
Town Hall, Main Conference Room, 2nd Floor  
55 Main Street, Westford

Attending: Tom Barry, Ron Caterino, Eli Demetri, Chris Kluchman, Bill Nussbum, Jodi Ross, Pertti Vulli, Tom West

The meeting was called to order by Tom Barry at 8:20 AM.

**Administrative Items**

The Draft Minutes of the September 18, 2014 meeting with two corrections were approved with one abstention.

Mark Mathews has resigned from the EDC. The open position will be advertised soliciting volunteers to submit applications.

Tom Barry and Bill Nussbum will be interviewed on EDC activities by Karon Bergeron of the Greater Lowell Chamber of Commerce today on WCAP.

**CoStar Program**

Michael Gordon of CoStar Group gave a presentation of their interactive data base which provides the capability of accessing and analyzing a wide variety of real estate statistics and information including available space. The data base contains historical data covering 20+ years and is updated on a continuing basis. Clients include EDC's from several other communities as well as real estate agencies, banks, companies and government agencies. Westford would receive a 15-20% discount because of our membership in the Middlesex 3 Coalition. The cost to join would depend on the features required. An approximate estimate of \$200-700/mo was quoted. CoStar should meet with the Westford Tax Assessor who would have to be involved in any decision to join based on need.

**Lowell Chamber of Commerce Business Expo and Showcase**

This will be held October 28 from noon to 5:00 PM at the Chelmsford Radisson Hotel. The EDC will have a booth (table) to display Westford information material. EDC members are asked to volunteer to staff the booth along with Chris Kluchman who has offered to help.

**Meeting with Forge Village Association**

The October 1st meeting coordinated with Lisa Courchaine of the Association was held at the Cameron Senior Center. A total of 18 people attended and participated actively. The discussions were enthusiastic covering 18 different and wide-ranging topics.

**Westford Business Association (WBA)**

The status of the organizing effort was updated. The first annual meeting is scheduled for November 13th at the Westford Regency. The WBA will vote on the slate of Officers and Board Members. The VP of Whole Foods is invited to speak as well as Greg Bialecki, Secretary of Housing and Economic Development.

**EDSAT Project**

The Board of Selectmen is expected to support funding the project with an anticipated start date in January. NMCOG's role needs to be defined. EDC members will assist in filling out the EDSAT form with individuals taking responsibility for different sections.

**Available Empty Space in Westford**

The compilation of available commercial space will be temporarily suspended pending a decision on joining CoStar.

**Town of Westborough EDC Meeting**

The meeting on 10/07/14 was attended by Tom Barry and Ron Caterino. The EDC is comprised primarily of town staff members. The town provides a budget for the EDC including salary of a part-time employee who is soon to become full time. Westborough is joining CoStar.

**Other Business**

Littleton is considering offering a TIF to a catalogue company planning to open a distribution center in the town.

The Westford Agricultural Commission is promoting agricultural-based business development. Chris Kluchman is a new member of the Suburban Edge Commission.

The meeting adjourned, by unanimous vote, at 9:45 AM.

Respectfully Submitted,

Thomas Barry  
Economic Development Committee Chair