

Economic Development Committee Meeting
Wednesday, August 28, 2019
Town Hall – Room 9

Attendees: Mike Champoux
Greg Bendel
Lilia Maselli
Carol Boisvert
Daniel Gibbons
Nancy Vallee
Suzanne Sullivan
Thomas Card
Valerie Gingrich
Patrick Giroux
Robert Oliveri

All Committee members in attendance

Mike Champoux called meeting to order at 7:02pm

Approval of Minutes from 6/26 – Ms. Vallee motioned to approve, Mr. Bendel second, all agreed

Review of Mission Statement Draft

Mr. Champoux created a draft mission statement and read it to the Committee
Committee reviewed and discussed meaning of Mission Statement
Ms. Boisvert asked how it we will play to Master Plan and Suzanne explained the master plan and that it is a living document and still prudent today
We reviewed the document and collaboratively made "wordsmith" changes to the Statement for better clarity
Bendel moved to adopt the committees draft mission statement, Patrick 2nd and all voted in favor.

Review Committee Description Summary Draft

There are no term limits on the committee members. This was the intention of Town Manager Hull.
Should a committee member choose to step down, the person who appointed that member would have the opportunity to re-appoint another person to the committee to fill that vacancy
Board appointments (Chair, Co-Chair, Secretary) will have a 1-year term and will be re-appointed every June
Mike will rewrite the Committee Description document, taking in all suggested edits and send out as email for review and Committee will vote at next meeting
Mike requested that Greg bring the document before BOS for review

Valerie – gave an update on what is happening in town:

Lots of activity, many permits granted, many in permitting, many in planning
Recent permits, Upton drive 36 & 38, 4 new warehouse bldgs. Large project, no tenants yet. 100 research drive. Commercial flex bldg.

In permitting:

Commercial space, 50 apts. And a bank. Lowell and Woburn St.
Butter Row and Main St. Bridge and Lowell & Woburn Street projects are moving along.

It was suggested that we look into seeing how our zoning can be changed to encourage more businesses to come into town and fill vacancies
Casablanca Restaurant (old Chili's space). Things are still moving forward, they are working on fit out, it's just taking a while.

Rite Aid and Walgreens - nothing new, actively marketing but haven't heard anything more
What can we do?

What if we wrote a letter to the owners of those properties to introduce our committee and what our goals is and what can we do to help them move the property etc. - Patrick will draft a letter that we can send to them. Will bring draft to next meeting

Aubuchon Hardware owns the Walgreen bldg.

Can we consider changing some of the zoning in general business areas to bring in different businesses. Form based zoning. Right now, we are move of physical fit than use.

Google some Form Based Zoning to see and learn more about it. Used more in the South.

Suzanne will gather some information on Form Based Zoning and put on agenda for next month and have a more specific conversation about it.

Moving #6 on Agenda to next meeting due to time constraints

#7 - WEDC page on Town Website

Greg asked Jeff if that is a page that could be added to Town Website. He does not think it would be an issue under Boards and Committees. Greg will follow up with Webmaster and Jeff.

Recommendation to add a business tab to the Town Website as it is not easy to find.

#8 - Database of Vacant commercial spaces

Nancy has created a list and she will collect all the lists from the committee members and she will update her list. Nancy will combine into one document. Next steps will be to review and see what our ideas are for this list, what to do with it etc. On next month's agenda

#9 - New Business

Greg suggested possibility of this committee having town email addresses or at least a WEDC general email that residents can email reach out to us. Valerie will look into setting up

Online Survey - all to bring some questions to next meeting to be discussed

Have Dave Roberts at one of our meetings soon

Agenda Item - Quick flip chart of strengths and weakness of why to come to Wilmington with your business

Sept. 30th - Discussion on Capital Planning at Wildwood School as it relates to municipal buildings

SRS Co are actively trying to sublease the Walgreens email

Next meeting 9/25 7pm room 9

Motion to adjourn made by Rob and second by Greg and approved by all at 9:25pm

Respectfully submitted by the Recording Secretary, Lilia Maselli

