

ECONOMIC DEVELOPMENT COMMITTEE MEETING - TUESDAY 6/16/20, 6pm-8pm VIA ZOOM

Attendees: Mike Champoux
Nancy Vallee
Suzanne Sullivan
Valerie Gingrich
Patrick Giroux
Robert Oliveri
Carol Boisvert

Quorum in attendance so meeting was called to order by Mike Champoux at approximate 6:10pm

1. Approval of minutes from 5/28/20 – Suzanne motioned to approve, Nancy seconded, all agreed
2. Local Economy in Pandemic
 - a. Reviewed MA phased reopening. A slide with the state's phased plan was shown to committee. We are into phase 2 now, phase 3 begins 6/29. Patrick noted that restaurants seem to be filling available outside seating. Phase 3 will be limited indoor seating. Jeff Hull gave an overview of process for businesses:
 - i. Businesses will need to obtain approval for open seating areas. Various town officials will weigh in on decision. Businesses will need to provide a sketch of location proposal; signed off by property owner; reviewed by fire chief.
 - ii. Approval for alcohol in open areas will be determined by town manager.
 - iii. Nancy inquired as to what public spaces would be available and for what purposes. Jeff and Val provided details on town property:
 1. Yentile Field – sports usage requires application for practices, etc. Group no larger than 10 individuals. Other groups can use but no permitting required so potentially would be in a situation where they are sharing space.
 2. Rotary Park & Town Common – require Board of Selectman approval. Generally are not used for profit organizations.
 3. School fields – permits begin with School Dept
 4. Whitefield School site and Swain Green – also require Board of Selectman approval
 - b. Mike asked Jeff to inquire about Mike attending the Board of Selectman Meeting.
3. Town of Wilmington Information and Resources On Covid 19
 - a. Suzanne researched and submitted a document to Mike for discussion. Mike subsequently modified some information contained in the document and the document was shown to the committee. The committee voted that this would be a worthwhile and comprehensive document to share with the community. As such, committee voted to have document posted to the WEDC page on the Wilmington website as a single source document for business and all community access.
4. MA DOT Outdoor Training Grants (Shared Streets and Spaces Grants Program)
 - a. Suzanne presented details to Mike, grant overview and process was presented to committee. Application process begins next week so there is an urgency if town wants to submit application. Important to note that this is a town grant, not for individual businesses, and grants must be spent on town land. It is to benefit Wilmington's

infrastructure - Modify town Infrastructure for commercial businesses. Ideas presented by committee members: implement street closures with jersey barriers, create a shared space for businesses. Benches in public spaces, outdoor movie theatre/drive in, pavilion for shared community use. Grants range from \$5K to \$300k.

- b. Jeff is aware of grant and asks that all opportunities flow through to either himself or Val. Committee members are encouraged to talk to business owners.

5. Outbound Communication

Mike revisited looking into other sources of providing WEDC outbound communication beyond our town webpage. Suggestions were made for Wilmington Apple, Patch, Town Crier by submitting a "Press Release". Mike has agreed to draft. Patrick suggested the Town Topics Newsletter which Jeff noted is included in the commercial mailing of tax bills. Carol will provide these meeting notes to Mike tomorrow to help him prepare a quick press release.

6. Committee Realignment

- a. Mike noted it is time for the annual nomination and election of the committee Chairman, Vice-Chairman and Secretary. After nominations were made and discussed, the following was voted and approved:
 - i. Chairman – Mike will remain in position. Suzanne moved, Rob seconded, all approved with the exception of Mike
 - ii. Vice-Chairman – Nancy Vallee will be assuming position currently held by Tom Card. Patrick moved, Carol Seconded, all approved
 - iii. Secretary - Lil Maselli will continue in position. All approved.

7. New Business

- a. Mike asked that committee members submit topics to him prior to next meeting for inclusion in agenda.
- b. Nancy asked Val if she would provide the committee with updates on other business activities. Val said she had no word on any business closings. Notables are the near completion of an Amazon Warehouse on Fordham Road; Wilmington Crossing Plaza is reconfiguring a queue for the Starbucks drive up traffic; Habit Burger will be opening a location on 196 Ballardvale Street; Rocco's has request in pipeline for outdoor dining; There is a potential business for 613 Main Street. Step 3 Sports has received a non-exclusive license to use the field and tennis courts on the current Textron land. Jeff noted that town passed on license as town would have had to upgrade/upkeep field at a large cost with no right to purchase.
- c. Jeff gave an update on logistics for the upcoming Town Meeting scheduled for 6/27. Town Meeting will be held under a large tent on the high school softball field on Wildwood Street across from the cemetery. The tent could accommodate 300 people with a smaller tent for nonresidents. Parking will be available in the cemetery. More details are on the town webpage. Also noted that there are town elections this Saturday 6/20.

NEXT MEETING IS TUESDAY, 7/14/20 AT 6PM VIA ZOOM

Mike noted we had concluded the agenda at approximately 7:55pm. Suzanne motioned to adjourn, Carol Seconded, all approved.

Respectfully submitted by Carol Boisvert