



TOWN OF BOXBOROUGH PUBLIC MEETING Meeting Minutes

BOARD/COMMITTEE: Economic Development Committee

MEETING DATE: February 18, 2021

TIME: 7:30PM

PLACE: Virtual Zoom Meeting

Members Present: Nate McKinley, Kristin Hilberg, Dawn Willis, Rich Guzzardi....Mark White 8:10, John Neyland 8:10

Members Absent: Joe Ferguson

Other Attendees: John Markiewicz, Becky Neville, Cindy Markowitz, Barbara Salzman, Diana Lipari, other town residents

Rich Guzzardi called the meeting to order at 7:33PM seeing a quorum confirmed by role call Meeting called to order.

1. Approval of Meeting Minutes from Jan 21nd. Motioned by Kristin Hilberg, Seconded by Dawn Willis. All present in favor through roll call vote (McKinley, Hilberg, Willis, Guzzardi)
2. Approval of Meeting Minutes from October 22nd ('20). Mark White had prepared the minutes and was not present at the time minutes were taken. It was mentioned by Becky Neville that the minutes need to be approved in a more timely fashion (i.e. the subsequent meeting). Rich Guzzardi said we would have the minutes for the next meeting.
3. Correspondence and New Business
 - 240 Littleton County Road - Dirigible Brewing- Nate gave a recap of a discussion he had with business owner and offered some suggestions and some help. They seem to be in the beginning phase.
 - Town Center Parcels- Rich got a call from John Lyons that he would possibly be willing to offer up the building at #61 Stow Rd to the town for town center use. Keith Lyons was present on the zoom and said he would work with his father on a proposal. Diana Lipari, offered up her opinion on the fire station location at 700 Mass Ave, and indicated a preferred use at 61 Stow Rd for low income housing to support commercial use in the "center". Discussion of 78 Stow Rd. Brought up by Hugh Fortmiller. Resident Richard Hilton spoke to his desire that the corner of Stow Rd being the town center, due to the historical nature of the buildings present. Mark White indicated he had a discussion with John Lyons as well where John stated that the town did not express interest in his property and Mark is wondering why. He feels it follows the vision for the master plan. He suggests a town forum. Barbara Salzman, voiced her opinion that the safety building conversation should be considered when speaking about the possible town center opportunities.
4. UMASS Study
 - Rich Guzzardi gave an update on feedback from the presentation to the Select Board on the study. The Select Board presentation went quick with few questions. The Select Board did not have time for the video. The recommendations have been provided. Discussion centered on the EDC getting on the Planning Board agenda to go through the same presentation and begin to work the actions. Follow up with the Select Board can happen subsequently, and after Annual Town Meeting.]
5. EDC Mailer
 - Prep for March 9th virtual business engagement session. Kristin Hilberg created a postcard mailer for the business engagement session. Kristin volunteered to help Rich Guzzardi prepare for the session with content.
6. Standing Items

- Mass Community Development Block Grant (CDBG) – Microenterprise Grant update. RH updated us on the progress the word is out and 3 applications are in process of getting grants.
- Cisco Beaver Brook Campus Update- Rich Guzzardi reached out to Ryan Ferrara to see if there was any new information. There is no news to report at this time.

- Doing Business in Boxborough Guide (Nate / Simon) - Nate is 75% done with a draft of the guide. Will have more next meeting
- Business engagements - None due to on-going difficulty in Pandemic. John Neyland noted that the development at Adam's Place "Village" should not be mutually exclusive from a "Town Center Village" concept. The purpose of Adams Place as a village center is it supports business development in the Office Park Districts.
- Development Departments Meetings (Nate) - Kristin Hilberg suggested we present at a BLF Meeting. Cindy Markowitz and MW suggested starting with the Planning board. Kristin Hilberg suggested getting something on the calendar for a presentation to the Planning Board as well as a workshop date after town meeting, so we don't lose momentum. Schedule a presentation to the Planning board on April 5th and a workshop for June. Mark White and Cindy Markowitz will confirm that the 5th works. John Markiewicz strongly encouraged the Planning Board and the EDC work together on moving the objectives of the UMASS Study and priorities outlined forward.

7. Upcoming Meetings

- March 18th, April 15th