



TOWN OF TEWKSBURY

ECONOMIC DEVELOPMENT COMMITTEE

999 Whipple Road
Tewksbury, MA 01876

Meeting Minutes October 26, 2015

The meeting was called to order by the Chair, Bruce Panilaitis, at 7:30 p.m. at the Pike House. Present were committee members Steve Johnson, Marko Duffy, Brian Linder, Joe Carriere, Patricia Lelos, Paul McDermott, & Tim Barnes. Associate members Tom Branchaud, Leonard Adjety, and Diane LeBoeuf were present as well as Town Manager Richard Montuori and Community Development Director Steve Sadwick.

1) **Approval of previous minutes**

Mr. Panilaitis made a motion to accept the minutes distributed for meetings on January 21st, March 26th, and April 30th. The motion was seconded by Mr. Johnson and passed 8-0.

2) **Review of Committee Mission & Goals**

Mr. Panilaitis reviewed the committee mission and goals in a brief powerpoint presentation that outlined his priorities for the committee (attached), and discussion related to those priorities. There was general agreement and consensus related to those priorities.

3) **Formation of EDC Subcommittees**

Mr. Panilaitis asked for volunteers for the individual subcommittees to work more specifically on the targeted priorities. Members and Associate Members volunteered to serve on each subcommittee as follows:

Outreach: Brian Linder, Marko Duffy, & Paul McDermott

Permitting & Regulation: Tim Barnes, Steven Johnson, Diane LeBoeuf, & Leonard Adjety

Commercial Sectors: Bruce Panilaitis, Patricia Lelos, Joe Carriere, & Tom Branchaud

Each subcommittee met separately within the meeting room to discuss the individual priorities in more detail.

3) **Next Meeting Dates**

Mr. Panilaitis reviewed potential next dates as outlined in the powerpoint, and it was decided that they would be individually reviewed to make sure there was no conflict with other committees, particularly the Planning Board that meets on Mondays. The next two meetings were set for November 9th and November 30th. Locations would be determined based on the schedule for the Town Hall renovation.

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

MOTION: Mr. Panilaitis made the motion to adjourn; seconded by Mr. Johnson and the motion carried 8-0.

Approved:

Approved: 2/2/16 by committee vote

A handwritten signature in blue ink, appearing to be "J. Panilaitis", written in a cursive style.