



Ms. Deborah Ledoux
Town Clerk
Westborough Town Hall
34 West Main Street, Westborough, MA 01581

January 3, 2024

Dear Ms. Ledoux,

I am writing to inform you that the Westborough Economic Development Committee (EDC) will hold a hybrid¹ meeting in the Great Hall at the Westborough Forbes building, 45 West Main Street, at 8:00am on Tuesday, January 9, 2024

Meeting Agenda

- 8:00 am** **Welcome and Opening Remarks** – Todd Alexander
Vote: Approve Minutes for November 7, 2023 & November 14, 2023
- 8:10 am** **Small Business Recovery Program** – Mark Zepf
- 8:20 am** **Ambassador Program** - Mark Zepf
- 8:30 am** **EDC Awards Breakfast** – Mark Zepf
 - Nominations/Categories, Location, & Speaker
- 9:05 am** **Planning Department Report** – Jenney Gingras
- 9:10 am** **Community Development Department Report** – Fred Lonardo
- 9:20 am** **Other Business**
- 9:30 am** **Meeting Adjourned**

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The next scheduled meeting of Westborough EDC will be at 8:00am on Tuesday February 6, 2024.

Respectfully, Todd Alexander, Westborough EDC Chairman

¹ Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted in person and via remote means, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person, or via virtual means. In person attendance will be at the meeting location listed above, and it is possible that any or all members of the public body may attend remotely, with in-person attendance consisting of members of the public. The meeting may also be accessed remotely via Zoom: <https://zoom.us/j/96098196111> (Meeting ID: 96098196111). When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by in person attendance, or by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via Westborough TV.