



# WESTFORD REGENCY

inn & conference center

October 15, 2025

Mr. Antoine Jones  
Acting Rapid Response Manager  
Saltonstall Building  
100 Cambridge St., 5th Floor  
Boston, MA 02114

Re: Notice of Facility Layoffs/Closing

Dear Mr. Jones:

In accordance with Massachusetts General Laws Annotated Chapter 149 § 179B; Chapter 151A § 71B, we are writing to inform you that **Empire Hospitality LLC (dba Westford Regency Inn & Conference Center)** located at **219 Littleton Road Westford, MA 01886**, is expected to be permanently **closed** in the near future.

It is anticipated this layoff will take place on **December 19, 2025**. All positions and jobs at the facility will be eliminated during this same time period, and approximately **sixty (60)** will be affected, although it is possible that one or more employees will remain employed for a limited time (no more than 60 days) after the facility is closed to assist with administrative tasks related to the closing of the facility. Information regarding the job titles of the positions to be affected, the number of affected employees in each job classification, is attached.

Employees are not represented by a union and there are no bumping rights.

Each of these team members impacted will receive a written 60-day notice of position elimination.

The job titles and numbers of affected employees are as follows:

F&B / Catering	34
Administration	3
Front Desk	7
Housekeeping / Maintenance	15
Sales	3

For further information, please contact

**Sharon Hebert, Accounting Manager, shebert@boxbororegency.com, 978-263-8701, and c/o Boxboro Regency, 242 Adams Place Boxborough, MA 01719.**

Sincerely,

cc: Westford Town Manager