

The Economic Development Commission (EDC) held their regular meeting on Tuesday, February 23, 2016 at the Notch Road Municipal Center, Room 9 with Chair Bill Anderson presiding. Commission members present were Cathy Teller, Milton Hathaway and Scott Rich.

**I. Call to Order**

Bill Anderson called the meeting to order at 7:01 p.m.

**II. Approval/Modification of Minutes to the January 26, 2016 Meeting**

A motion was made by Mr. Rich, seconded by Ms. Teller to approve the regular meeting minutes of the January 26, 2015 as presented. Motion passed unanimously.

**III. Public Comment/Introduction of Guests**

Mr. Anderson reported someone approached him about possibly being interested in joining the commission.

**IV. On-going Business**

**A. Commission Members' Reports**

**1. P&Z Activities:**

Mr. Kerr was not present to provide an update.

Mr. Anderson received a report from Land Use Department of all current building and zoning permits. Mr. Anderson urged the importance of being part of the initial process. Suggestions included possible newspaper article with the information that was in the Bolton Bulletin. Mr. Anderson did attend a recent BOS meeting and briefly reviewed the talking points recommended by the commission. First Selectman Morra explained that he would keep in touch regarding economic development; however some items that were confidential could not be shared. Mr. Anderson shared examples of tax incentives from other areas. Mr. Rich suggested inviting BOS to an EDC meeting (workshop) to continue conversations regarding tax incentives. Mr. Anderson suggested bringing in people that have done larger scale projects for local economic development and give their view as a developer.

**2. Quarterly Meetings with Land Use Boards**

Mr. Anderson has contacted Joyce for a list of the upcoming quarterly meetings; however they have not been set.

Mr. Rich suggested sending a letter to the town recommending that the Route 6 meetings be initiated again. Ms. Teller will draft a letter.

Mr. Anderson suggested attending the BOS meetings in May, August and November. The item will now be an item on the EDC agenda.

**3. Outreach**

- a. Economic development news blurb: Ms. Teller provided a copy of the information that was provided for the bulletin and website.
- b. Tails from the Trails presentation: there will be a presentation on Monday, February 29 at 7:00 p.m. at Bolton High School.

**4. TCCC EDC Subcommittee**

Mr. Hathaway distributed copies of a publication that the Tolland County of Chamber of Commerce distributes on an annual basis. It includes information from several of the surrounding towns. Mr. Hathaway will follow up with TCCC to learn how content can be submitted for the publication in the future. Mr. Hathaway shared with the group a function he attended at Georgina's put on by the TCCC. He suggested providing emails to the TCCC to receive notifications of area events. Mr. Anderson suggested mailing 150 of the directories to the current list of Bolton businesses.

Ms. Teller looked into payment for the TCCC. The current amount due is the previous year and current year.

A motion was made by Mr. Rich, seconded by Ms. Teller to pay \$320 from current year and transfer \$320 from the EDC Trust Account to pay the TCCC Membership Dues from the previous year. Motion unanimously passed.

**B. Bolton Business Yellow Pages**

Mr. Anderson reported work is continuing on the survey to be sent out to local businesses. He will ask Mr. Kerr to send a copy of the survey to commission members to review for the next meeting.

**C. EDC Website**

The EDC is currently up to date.

**D. Branding Project**

The group briefly discussed the current signs, and the current style. Mr. Anderson will take a picture of the current sign, and Ms. Teller will bring samples of other examples of signs that were being considered for the March meeting.

1. BWC Long Term Project

Ms. Teller spoke with the Women's Club. They will be doing a major fundraiser this coming weekend. A portion of the funds raised will be put towards to the signs. The Women's Club is looking to get a timeline on when the signs will be designed.

**E. Budget Balance**

Ms. Teller reported the commission has a balance of \$1,680.00.

**V. New Business**

- A. TCCC Membership Invoice  
Discussed under TCCC EDC Subcommittee

**VI. Announcements**

- A. Next EDC Regular Meeting is scheduled for Tuesday, March 22, 2016 at 7:00 p.m. in Room 9 of the Notch Road Municipal Center.

Ms. Teller shared information regarding a Regional Forum on March 22 at the Vernon Town Hall. The TCCC is handling the registration for the event.

Board Clerk Heidi Bolduk reported her last day working for the Town of Bolton will be Wednesday, March 1<sup>st</sup>. She will continue to update the town website and will provide the contact email address for that once it has been established. She will also continue to clerk for the EDC.

**VII. Adjournment**

A motion was made by Mr. Rich, seconded by Ms. Teller to adjourn the meeting at 8:44 p.m.

Respectfully submitted,

Heidi Bolduk  
Board Clerk

PLEASE SEE THE MINUTES OF SUBSEQUENT MEETINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CHANGES TO THEM.