

The Economic Development Commission (EDC) held their regular meeting on Tuesday, December 6, 2016 at the Notch Road Municipal Center, Room 9 with Chair Bill Anderson presiding. Commission members present were Cathy Teller, Milton Hathaway and Alex Ansaldi.

I. Call to Order

Mr. Anderson called the meeting to order at 7:06 p.m.

II. Approval/Modification of Minutes to the October 25, 2016 Meeting

A motion was made by Mr. Ansaldi, seconded by Ms. Teller to approve the regular meeting minutes of the October 25, 2016 meeting as presented. Motion passed with Mr. Hathaway abstaining.

III. Public Comment/Introduction of Guests

None.

IV. On-going Business

A. Commission Members' Reports

1. Planning & Zoning Activities

Ms. Teller did not have any updates to share.

2. Quarterly Meetings with Land Use Boards

Mr. Anderson briefly reviewed the implementation of the quarterly meetings and who attends the meetings. Mr. Anderson will follow up with Ms. Stille for future meetings to be scheduled.

3. Outreach

a. survey to businesses

Ms. Teller has been working on distribution of the survey to local business owners through email. Ms. Teller briefly reviewed the responses that have been received so far. Additional surveys will be mailed out as well with instructions to fill out online.

4. TCCC EDC Subcommittee

Mr. Anderson reported that the bill has been paid and he received the Certificate of Membership.

Mr. Hathaway shared he had been to a few networking events through the TCCC.

Mr. Anderson will be in touch with the new owners of Bolton Pizza to possibly do a Grand Opening.

5. Bolton Pond/Freja Park

Mr. Hathaway reported the Bolton Pond area appears that the "swamp area" does not appear as bad. It was discussed that possible the weeds are freezing and dying off.

Mr. Hathaway also attended the informational meeting on the Bike Path Extension. It was reported that it is still several years away before completion.

6. Trainings

There are no trainings planned in the near future. The group briefly reviewed the past training, and discussed that limited funds are available to put towards branding. The group discussed possibly discussing the topic with other boards and commissions.

B. EDC Website

Ms. Teller reported the website was recently updated and does have the link for Survey Monkey.

C. Branding Project/Welcome Signs

1. Welcome Signs

Ms. Teller is going to get quotes for signs. She will take a picture of the current sign at the end of Exit 5 to ask for samples on similar designs. EDC is expected to have approximately \$3,000 to put towards signs along with what the Women's Club is able to contribute. Mr. Anderson suggested reaching out to larger businesses to see if they would like to purchase a sign and have their name on it. The group briefly discussed different options to offer businesses.

D. Budget balance

Ms. Teller provided an updated budget transaction showing line items. Currently there is \$810 in the Office Operating Expenses Line Item and \$625 in the Other Payroll Line Item.

V. New Business

1. Budget for FY 2017-2018

Ms. Teller provided a copy of the Budget Information. A motion was made by Ms. Teller, seconded by Mr. Ansaldi to request \$2,000 for the FY 2017-2018 Fiscal Year. Motion unanimously passed.

2. Annual Report for 2015-2016

Ms. Teller provided the group with a copy of the memo requesting the EDC submission for the 2015-2016 Annual Report. Ms. Teller will send a copy to all of the Commission Members to review.

3. EDC Meeting Dates for 2017

A motion was made by Ms. Teller, seconded by Mr. Anderson to set the 2017 Meeting Dates as follows:

January 24, February 28, March 28, April 25, May 23, June 27, July 25, August 22, September 26, October 24, and December 5.

Motion passed unanimously.

Ms. Teller shared a few pieces of correspondence that was in the EDC Mailbox. One was a Doing Business in CT magazine, and the other was a sample of programs that Day Pitney Law Offices offers to Town Commissions.

The group briefly discussed goals for the next year. Mr. Ansaldi said he would be interested in the EDC 101 Training that is put on by Eversource. Mr. Anderson also suggested that it may be beneficial for members to attend an EDC Meeting in a surrounding town.

VI. Announcements

Next EDC Regular Meeting is scheduled for Tuesday, January 24, 2017 at 7:00 p.m. in Room 9 of the Notch Road Municipal Center.

VII. Adjournment

A motion was made by Ms. Teller, seconded by Mr. Hathaway to adjourn the meeting at 8:35 p.m. Motion unanimously passed.

Respectfully submitted,

Heidi Bolduk
Board Clerk

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

ECONOMIC DEVELOPMENT COMMISSION

2017 MEETING DATES

January 24

February 28

March 28

April 25

May 23

June 27

July 22

August 26

September 26

October 24

December 5

The Economic Development Commission will hold their regularly scheduled meeting on the 4th Tuesday of each month except for November & December. There will be one meeting for both months the first Tuesday of December. Meetings will take place at 7:00 p.m at the Notch Road Municipal Center Room 9 unless posted otherwise.