

The Economic Development Commission (EDC) held its regular meeting on Tuesday, September 26, 2017 in Room 9 of the Notch Road Municipal Center with Chair Bill Anderson presiding. Commission members also present were Cathy Teller, Milton Hathaway and Alex Ansaldi.

- I. Call to Order: Mr. Anderson called the meeting to order at 7:10 p.m.
- II. Approval/Modification of Minutes of August 22, 2017 Meeting:
A motion was made by C. Teller and seconded by M. Hathaway to approve the minutes of the August 22, 2017 meeting as written. Motion passed unanimously.
- III. Public Comment/Introduction of Guests: None.
- IV. On-going Business:
 - A. Commission Members' Reports
 1. P&Z Activities: minutes from the last P&Z meeting were not available online for review. Commission members shared news that a permit application had been approved for a dental office on Rt. 44.
 2. Quarterly Meetings: B. Anderson shared the first selectman had proposed meeting in September but a meeting was never scheduled. He will continue to urge the scheduling of a meeting in the near future.
 3. Outreach
 - a. Survey to businesses: B. Anderson completed the summary for the BOS and will mail it tomorrow. A copy of the summary and cover letter will be shared with the rest of the Commission.
 - b. Informational materials regarding the bike/walk path from Bill O'Neil were scanned and emailed to all Commission members. C. Teller will contact B. O'Neil to get more information about maintenance responsibilities and economic development impact. The EDC will then consider the value of sharing the information with businesses in town.
 - c. Commission members discussed the economic development impact of locating cell phone towers in Bolton and agreed to place this topic on the next agenda for further exploration.
 4. TCCC EDC subcommittee: M. Hathaway shared information he received from attending a presentation regarding the Chamber Insurance Trust Program offered to small businesses. M. Hathaway will acquire information from subcommittee members at the next meeting about the job duties of economic development directors in other towns. A vote was taken on whether to continue membership in the TCCC. The commission members voted to continue membership for another year.
 5. Bolton Pond/Freja Park: M. Hathaway will email the Chairperson of the Conservation Commission to discuss their plans regarding Freja Park and the pond (C. Teller to provide the email address).
 6. Trainings: Roger Brooks Webinars re: enticing people to downtowns continued in September. C.Teller will explore other EDC training options.

B. EDC Website: A. Ansaldi reviewed the information on the EDC website and made a list of changes and updates that are needed. C. Teller to provide a copy of the annual report to update information. Changes will be provided to K. McCavanagh at Town Hall.

C. Branding Project:

1. Commission members presented a sign proposal to the Board of Selectmen at their Sept. 5, 2017 meeting. The BOS approved moving forward with the project.
2. Guidelines regarding business sponsors were discussed and will be researched further.
3. The EDC will work with J. Stille as the primary contact to move forward with obtaining permits for the signs.
4. The Bolton Womens' Club will meet in early October to make a final decision on the number and location of the signs they will sponsor.

D. Budget: The budget for the month was reviewed.

V. New Business

A. Rt. 85 Zones of Development: Members discussed the benefits of zoning the length of Rt. 85 as commercial/residential as opposed to certain nodes. One benefit might be an increase in commercial property on the grand list and more balance between land zoned residential versus commercial. B. Anderson to review the Plan of Conservation & Development and consult with land use staff regarding the current commercial zones on Rt. 85.

VI. Announcements

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

VII. Adjournment: A motion was made by A. Ansaldi, M. Hathaway seconded, to adjourn the meeting at 9:07 p.m. The motion passed unanimously.

Respectfully submitted,

Catherine E. Teller

Catherine E. Teller
Secretary, Bolton EDC

Please see the minutes of subsequent meetings for the approval of these minutes and any changes to them.