

The Economic Development Commission (EDC) held its regular meeting on Tuesday, December 5, 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 7:20 p.m.
- II. Approval/Modification of Minutes of October 24, 2017 Meeting:  
A motion was made by C. Teller and seconded by M. Hathaway to approve the minutes with the following amendment: under section V. New Business; paragraph B. Schedule of Meetings – the date should read 2018 instead of 2017.
- III. Public Comment/Introduction of Guests  
A. Bike Walk Bolton guests were unable to attend and will be invited to speak at a future meeting.
- IV. On-going Business:  
A. Commission Members' Reports
  1. P&Z Activities: P&Z minutes from the last meeting were reviewed. In the future P&Z minutes will be emailed to members with the agenda before the meeting in order to save paper.
  2. Quarterly Meetings: B. Anderson will meet with new first selectman Sandra Pierog after the first of the year to discuss resuming these meetings
  3. Outreach (surveys): this item has been completed for the time being and will be removed from the agenda.
  4. TCCC EDC subcommittee: The EDC subcommittee meeting was not active in December. A commerce networking event is scheduled at Villa Louisa on 12/8/17. M. Hathaway will bring back suggestions from EDC subcommittee re: attracting new businesses in order to advise BOS.
  5. Bolton Pond/Freja Park: B. Anderson will email R. Parlee at Conservation Commission inquiring about any scientific evidence related to the pond at Freja Park in order to provide S. Pierog information and recommendations.
  6. Trainings: The new training association developed by Roger Brooks was reviewed. Members agreed to all look for more local opportunities for trainings.
  7. Rt. 85 Zoning Issue: B. Anderson will review the recommendations of the new POCD and consult with land use staff regarding the commercial zones identified on Rt. 85.
  8. Cell Towers: B. Anderson tried to find out the revenue to a town from a cell tower but the data was not readily available. A. Ansaldi observed that cell coverage is a service that should be viewed as infrastructure which should be available if the Town wants to attract businesses. M. Hathaway agreed to contact Verizon and ATT to see if there is interest in putting cell towers in town.

B. EDC Website: A. Ansaldi reviewed the EDC page and proposed changes. Commission members approved proposed changes. Acquiring the link to the Rt. 6 Study report is still a problem. C. Teller and A. Ansaldi will attempt to track down a working link or hard copy to upload.

C. Branding Project:

1. BOS approved the sites for the welcome signs but not spending the money. The BOS needs to know the exact # of signs and cost before approving the expenditure.
2. EDC agreed to recommend buying all the signs outright and have them installed (by the Town). Then go to businesses and ask them to purchase "Sponsor" signs to help with maintenance costs and replacements.
3. Follow-up questions included: Are sponsor signs included in the cost estimate? Are the sponsor signs ordered as we need them?
4. C. Teller will finalize the estimate and come up with the total cost and # of signs.

D. Budget: The budget was reviewed reflecting the payment to TCCC for the annual dues.

V. New Business

A. Property Tax Incentive: M. Hathaway reviewed incentives from other towns. The incentives given appear to be in accordance with state law. The EDC agreed more information on incentives should be available on the town website. M. Hathaway will review language from other websites and make a recommendation for Bolton's website (to present to BOS).

B. Annual Report: C. Teller will update the annual report and circulate to EDC members for comment. Report is due 12/31/17.

VI. Announcements

1. B. Anderson came across other sponsorship programs for businesses. Examples included: island beautiful sponsor (for traffic islands); team sponsor, etc. Members agreed this information should be on the EDC website and might foster dialogue with businesses.
2. Implementation of proposed road in Rt. 6 Study to be put on next agenda.
3. Next EDC Regular Meeting is on Tuesday, January 30, 2018 at 7:00 p.m. in Room 9 of the Notch Road Municipal Center.

VII. Adjournment: A motion was made by A. Ansaldi, seconded by C. Teller, to adjourn the meeting at 9:30 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.