

The Economic Development Commission (EDC) held its regular meeting on Tuesday, March 28, 2017 in Room 10 of the Notch Road Municipal Center with Chair Bill Anderson presiding. Commission members also present were Cathy Teller, Alex Ansaldi and Milton Hathaway.

- I. Call to Order: Mr. Anderson called the meeting to order at 7:20 p.m.
- II. Approval/Modification of Minutes of February 28, 2017 Meeting:  
A motion was made by M. Hathaway and seconded by A. Ansaldi to approve the minutes of the February 28, 2017 meeting as written.
- III. Public Comment/Introduction of Guests: None.
- IV. On-going Business:
  - A. Commission Members' Reports
    1. P&Z Activities: no report, March P&Z meeting was cancelled.
    2. Quarterly Meetings: B. Anderson will contact the BOS re: scheduling future meetings.
    3. Outreach
      - a. Survey to businesses: B. Anderson is summarizing responses to share in the future with the BOS and at a quarterly land use meeting.
      - b. C. Teller contacted K. McCavanagh and will write a short notice for the next Bolton Bulletin regarding vacancies on the EDC and encouraging participation.
      - c. M. Hathaway visited Bolton Pizza and spoke to new owners.
    4. TCCC EDC subcommittee: Meeting scheduled for next week. M Hathaway will attend.
    5. Bolton Pond/Freja Park: M. Hathaway spoke to R. Parlee and will attend the next Conservation Commission meeting to discuss problems at Bolton Pond due to lack of functioning dam. Another topic to discuss is town management of public lands.
    6. Trainings: C. Teller shared an announcement re: the next free webinar from R. Brooks scheduled for 4/12/17. She will send the link to Commission members. A. Ansaldi mentioned free trainings available through CCM (Connecticut Conference on Municipalities) and will get more info.
    7. National Small Business Week: B. Anderson will gather information on the website about the event and reach out to J. Cropley again.
  - B. EDC Website: A. Ansaldi reviewed the EDC page and other town websites. He is also researching the CCM website to find out more about the interactive feature that posts information about member towns.
  - C. Branding Project:
    1. C. Teller reported on information received from the Town regarding colors, font and seal used on other signs.

2. C. Teller requested design proposals from two sign makers. Members reviewed one preliminary proposal and gave feedback regarding certain features.
  3. Commission members reached general agreement as to the size; posts; colors; font and shape of image to be included on the signs.
  4. Commission members discussed the requirements for erecting signs in the state right of way. A. Ansaldi made preliminary inquiries by calling the state and leaving a message. A. Ansaldi will follow up.
- D. Budget: The current budget for March 2017 was reviewed.
- V. New Business – no new business.
- VI. Announcements
- A. Next EDC Regular Meeting is on Tuesday, April 25, 2017 at 7:00 p.m. in Room 9 of the Notch Road Municipal Center.
  - B. Email re: DECD Outreach Meetings was reviewed.
- VII. Adjournment: A motion was made by M. Hathaway and seconded by C. Teller to adjourn the meeting at 8:55 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.