

The Economic Development Commission (EDC) held its regular meeting on Tuesday, August 22, 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 (arrived at 7:55 p.m.)

- I. Call to Order: Mr. Anderson called the meeting to order at 7:09 p.m.
- II. Approval/Modification of Minutes of June 27, 2017 Meeting:
A motion was made by C. Teller and seconded by M. Hathaway to approve the minutes of the June 27, 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: B. Anderson summarized the information from the July P&Z meeting.
 2. Quarterly Meetings: B. Anderson contacted B. Morra re: continuing future meetings. The BOS will attempt to schedule a meeting in September 2017 to discuss and schedule future meetings.
 3. Outreach
 - a. Survey to businesses: B. Anderson summarized responses to surveys and will send them to the BOS with a cover letter.
 - b. M. Hathaway met with Bill O'Neill regarding the proposed bike path from Bolton Notch to the England Hardware plaza. Informational materials were provided. The materials will be distributed to Commission members. The EDC will consider the value of sharing the information with businesses in town.
 4. TCCC EDC subcommittee: M. Hathaway shared the process he observed when he attended an EDC meeting for the Town of Tolland. The EDC will consider requesting approval from the BOS to meet regularly with Bolton's Community Development Director after M. Hathaway acquires additional information from subcommittee members at next meeting.
 5. Bolton Pond/Freja Park: M. Hathaway attended a Conservation Commission meeting to discuss improvement of the pond and surrounding park area. The Conservation Commission invited the EDC to return to continue discussing this issue. M. Hathaway also sent a letter to the BOS with his concerns regarding the status of this amenity, no response to date.
 6. Trainings: Webinar information re: downtowns was shared with EDC members.
 - B. EDC Website: B. Anderson will provide changes to K. McCavanagh in the future in consultation with A. Ansaldi.
 - C. Branding Project:
 1. A final quote was received and reviewed by the EDC members.
 2. A final design proposal was received and reviewed by EDC members.

3. The EDC will request this proposal be put on the agenda for the next BOS meeting scheduled for September 5, 2017.
4. Guidelines regarding business sponsors were discussed and will be researched further.

D. Budget: The budget for 2017 was reviewed.

1. B. Anderson will contact J. Stille to discuss the protocol for accessing funds from the development trust fund.

V. New Business

A. Election of Officers

1. C. Teller moved, M. Hathaway seconded, to elect B. Anderson as chairperson of the Commission. Motion passed unanimously.
2. B. Anderson moved, A. Ansaldi seconded, to elect C. Teller as secretary of the Commission. Motion passed unanimously.

VI. Announcements

- A. EDC members were reminded to go to the clerk's office to be sworn in.
- B. Next EDC Regular Meeting is on Tuesday, September 26, 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 9:20 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.