

The Economic Development Commission (EDC) held its regular meeting on Tuesday, February 28, 2017 in Room 9 of the Notch Road Municipal Center with Chair Bill Anderson presiding. Commission members also present were Cathy Teller 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 January 24, 2017 Meeting:
A motion was made by C. Teller and seconded by A. Ansaldi to approve the minutes of the January 24, 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 Feb. meeting shared and reviewed by EDC members. Amended zoning map to be reviewed at future meeting re: designed ratio between commercial/open space/residential zones.
 2. Quarterly Meetings: B. Anderson contacted J. Stille re: scheduling future meetings. Dates are forthcoming.
 3. Outreach
 - a. Survey to businesses: a hard copy was mailed to approximately 70 businesses. Seven responses were returned. Ten surveys total have been received on line. B. Anderson will summarize responses and share at future meetings with the BOS and quarterly land use board group.
 - b. C. Teller to contact Bolton Bulletin to include in next edition an email regarding vacancies on the EDC and encouraging participation.
 - c. Commission members plan to visit new owners of Bolton Pizza over next month.
 4. TCCC EDC subcommittee: No report.
 5. Bolton Pond/Freja Park: No report.
 6. Trainings: C. Teller shared an announcement re: the next free webinar from R. Brooks. She will send the link to Commission members.
 7. National Small Business Week: B. Anderson contacted J. Cropley. The EDC will gather more formation to discuss with J. Cropley and possibly share with other businesses.
 - B. EDC Website: A. Ansaldi will review the EDC page and make recommendations for changes. Commission members agreed a scheduled review of the website every summer would be prudent.
 - C. Branding Project:
 1. B. Anderson talked to two businesses about sponsoring a sign and received positive responses.

2. C. Teller reported meeting with two sign manufacturers and shared quotes. Commission members discussed sizes, colors and shapes of signs. Discussion ensued about images to include on the signs. Possible options include: Heritage Farm (barn); Bolton Lake; rail train. Agreement reached to get designs from each sign maker for two types of signs: one for two posts with a horizontal sign and one for two posts with a vertical sign.
3. C. Teller will contact town staff to inquire about any official town colors, fonts, and town seal.
4. Members voted to expend up to \$300 for artwork/design from the two sign manufacturers.

D. Budget: The current budget for February 2017 was reviewed.

V. New Business

- A. Email from P. Carson re: new regional marketing program was reviewed.

VI. Announcements

- A. Next EDC Regular Meeting is on Tuesday, March 28, 2017 in **Room 10** of the Notch Road Municipal Center.
- B. Bolton Greenway Extension Project Meeting on March 2, 2017 at 7:00 p.m. at the Town Hall.

- VII. Adjournment: A motion was made by A. Ansaldi and seconded by C. Teller to adjourn the meeting at 9:00 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.