

The Economic Development Commission (EDC) held their regular meeting on Tuesday, June 24, 2014 at the Notch Road Municipal Center, Room 9 with Vice-Chair Scott Rich presiding. Commission members also present were Cathy Teller and William Anderson.

- I. Call to Order: Mr. Rich called the meeting to order at 7:07 P.M.
- II. Approval/Modification of Minutes of May 29, 2014 Meeting:
A motion was made by Ms. Teller, seconded by Mr. Anderson to approve the minutes of the May 29, 2014 meeting as presented. Motion passed unanimously.
- III. Public Comment/Introduction of Guests: None.
- IV. On-going Business:
 - A. Commission Members' Reports
 1. P&Z Activities: Mr. Anderson reported he attended the P&Z meeting when they formally accepted the report of the Fire Regulations Subcommittee. A Public Hearing will take place in the future.
 2. Vibrant Communities Initiative (VCI) Grant: Mr. Rich reported he was unable to attend the last VCI meeting. Ms. Stille did review the VCI work at the Business Gathering. She reported that a larger group is now working on it.
 3. PZC Fire Protection Regulations Subcommittee: Mr. Anderson reported that the last meeting went very well. It was a joint meeting with the Planning and Zoning Commission and the Board of Selectmen. Local business owners were present to give feedback on the current regulations.
 4. Budget: A current budget was available to commission members for review. They expect to have approximately \$250.00 left over.
 5. Outreach
 - a. Update website page for EDC: Mr. Rich provided information to commission members regarding updating the website. Current information on the website is outdated, and does need to be revised. Items such as statistics, responsibilities of the commission and mission statement should be reviewed/established. The group discussed reviewing other towns Economic Development Commissions websites and gather ideas. Mr. Rich provided examples of other towns websites.
 - Mr. Anderson suggested meeting with a new business owner in town and review the procedures he had to take establish his business, and what issues (if any) he had with the process.
 - Ms. Teller shared with the board a draft Mission Statement from the Tolland County Chamber of Commerce Economic Development Committee for review.
 - Mr. Anderson suggested the four towns involved on the Route 6 Hop River Corridor should have their Economic Development Commission's meet on a semi-annual basis.
 - Ms. Teller shared an email from Robert Rigney introducing himself as the CD Specialist and Project Manager for the Office of Business Development at DECD. He is one of two contacts for Tolland County.

The group reviewed the Business Gathering. They would like to look at a way of getting more business owners to attend. It was suggested that possibly having a business host the gathering. The speaker was from the Small Business Development Center. Ms. Marrion presented an update on the Greenway Extension.

B. Bolton Business Yellow Pages: Mr. Anderson shared that he has a current list of 131 businesses (obtained from the tax collector office). Websites are easy to find, however contact information for owners is more difficult to locate. He has asked that commission members review the sheet, and try to get email addresses. The list is all businesses in town that pay taxes for their businesses.

C. Branding Project: There are no new updates; however Ms. Teller has a contact with Metro Hartford Alliance to work with in the future.

V. New Business
No updates.

VI. Announcements
A. Next EDC Regular Meeting is on Tuesday, July 22, 2014 at 7:00 p.m. in Room 9 of the Notch Road Municipal Center.

VII. Adjournment: A motion was made by Mr. Anderson, seconded by Ms. Teller to adjourn the meeting at 8:02 P.M.

Respectfully submitted,

Heidi Bolduk
Board Clerk

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