

The Economic Development Commission (EDC) held their regular meeting on Tuesday, September 30, 2014 at the Notch Road Municipal Center, Room 9. Commission members present were Milton Hathaway, Cathy Teller and William Anderson.

- I. Call to Order: Ms. Teller called the meeting to order at 7:04 P.M.
- II. Approval/Modification of Minutes of August 26, 2014 Meeting:  
A motion was made by Mr. Hathaway seconded by Mr. Anderson to approve the minutes of the August 26, 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: Ms. Teller informed the group that the Fire Regulations is the main agenda item. There was a recent discussion on a subdivision proposal, however the public hearing for that has been put on hold.  
  
Mr. Hathaway shared with the group a recent experience at town hall, which required him to speak to multiple town staff in order to acquire a lot line adjustment. Mr. Anderson, currently in the same situation briefly explained the procedure and reasoning behind the requirement.
    2. Vibrant Communities Initiative (VCI) Grant: This item has been tabled until the October meeting.
    3. PZC Fire Protection Regulations Subcommittee: There will be a Public Hearing on October 8<sup>th</sup> regarding the Fire Protection Regulations. The group will reach out to current business owners that the EDC has contact information for to inform them about the public hearing. Mr. Hathaway suggested having an EDC representative present at the meeting with an opinion of the Fire Regulations. The group discussed the opinion would be to support the subcommittee report (similar to previous letter sent). The group will review the previous letter sent, and then send to the Planning and Zoning Commission for the October 8<sup>th</sup> Public Hearing.  
  
Mr. Anderson reported that he and Mr. Kerr have reached out to business owners regarding establishing a Bolton Business Association. They have had an initial informal meeting, with nine business owners in attendance. The next step will be to focus on what the agenda items of the association should be.
    4. Budget: The group reviewed the current budget. The fiscal year started off with \$2,000, and currently has a balance of \$1,850..
    5. Outreach: Mr. Hathaway suggested reaching out to other local towns to review their Economic Development Commissions, and what they entail.

B. Bolton Business Yellow Pages: Mr. Anderson reported that he has continued to work on the Bolton Business Yellow Pages. He is still in the process of contacting businesses to update email information.

C. Update EDC Website/Mission: Mr. Rich was not present to discuss.

D. Branding Project: Ms. Teller reported that she has been forwarding the weekly newsletter to other commission members. The group reviewed a recent email and discussed some possible steps to take in the future. The group discussed potential locations that could be a target "branding" location.

E. TCCC Event at Star Hill: Ms. Teller reminded the group of an upcoming event at Star Hill. There will not be anyone to represent Bolton; however Ms. Teller will provide the TCCC some material related to the town to be distributed.

V. New Business

A. Membership Renewal-TCCC: The group received an invoice to renew the annual membership to the Tolland County Chamber of Commerce. The group will table the vote on renewing the membership until the October meeting.

VI. Announcements

A. Next EDC Regular Meeting is on Tuesday, October 28, 2014 at 7:00 p.m. in Room 9 of the Notch Road Municipal Center.

VII. Adjournment: A motion was made by Mr. Hathaway, seconded by Ms. Teller to adjourn the meeting at 8:29 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.