

The Economic Development Commission (EDC) held their regular meeting on Tuesday, April 26, 2016 at the Notch Road Municipal Center, Room 10 with Chair Bill Anderson presiding. Commission members present were Cathy Teller and Milton Hathaway.

**I. Call to Order**

Mr. Anderson called the meeting to order at 7:04 p.m.

**II. Approval/Modification of Minutes to the March 22, 2016 Meeting**

A motion was made by Ms. Teller, seconded by Mr. Hathaway to approve the regular meeting minutes of the March 22, 2016 meeting as presented. Motion unanimously passed.

**III. Public Comment/Introduction of Guests**

Mr. Anderson shared he had conversations with a couple local business owners and developers to discuss ways to improve economic development in town. Different areas of concern were water, sewer and simplifying regulations.

**IV. On-going Business**

**A. Commission Members' Reports**

**1. Planning & Zoning Activities**

Mr. Kerr was not present to discuss.

**2. Quarterly Meetings with Land Use Boards**

Mr. Anderson reported that the quarterly meeting took place. A major focus of the meeting was economic development in town. They also discussed the expansion at Simoniz. The next meeting date has not been set.

**3. Outreach**

**a. survey to businesses**

Mr. Anderson will get the copy of the survey from Mr. Kerr to review and send out.

**4. TCCC EDC Subcommittee**

Mr. Hathaway reported he attended an Open House at United Bank in Vernon. Three new businesses are going to be opening in the area. Mr. Hathaway also reached out to Simoniz to see if they would like to do an Open House when the renovations are complete. He has also reached out to John Dean Cabinetry.

Mr. Hathaway also reported he attended the meeting at Town Hall regarding the recent increase in house break-ins. He reported that it was very well attended. He is concerned that it could affect economic development. The Resident State Trooper urged residents to keep the troopers informed of different things that are taking place. There is going to be a follow up meeting on April 28<sup>th</sup>, 7:00 at the Fire House. They are going to discuss what is involved to set up a neighborhood watch. He will bring up at the next TCCC meeting, what other towns are doing for security.

The TCCC has received payment for current year. The commission had requested to use funds from the previous fiscal year. Unfortunately, only funds from current year can be used.

**B. Bolton Business Yellow Pages**

Nothing new to report. This item will be removed from the agenda.

**C. EDC Website**

Nothing new to report.

**D. Branding Project/Welcome Signs**

Ms. Teller is going to take pictures of some of the signs that are currently in town to review at the next meeting. Ms. Teller provided information that was in the Route 44 Study where it mentions signs. She is trying to access the Route 6 Study to check for what was mentioned about signs. The group briefly discussed prioritizing the location of the signs and present to Board of Selectmen for approval. Members will be bring maps to use for prioritizing locations of signs.

**E. Budget balance**

Ms. Teller provided an updated budget transaction showing line items. Mr. Anderson would like to see detailed transactions.

**V. New Business**

**1. Code of Ethics Acknowledgement Form**

Mr. Anderson reported he has signed acknowledgement forms from Cathy Teller, Heidi Bolduk and himself. Mr. Hathaway returned his to the Town Clerk. He is waiting for Neal Kerr and Scott Rich.

**2. National Small Business Week**

This is a yearly recognition. Jim Cropley (owner of Cropley's) is trying to organize something with other local business orders. There is not much time to coordinate this year, however the commission is interested in doing something next year.

**VI. Announcements**

A. Next EDC Regular Meeting is scheduled for Tuesday, May 24, 2016 at 8:59 p.m. in Room 10 of the Notch Road Municipal Center.

**VII. Adjournment**

A motion was made by Ms. Teller, seconded by Mr. Hathaway to adjourn the meeting at 9:00 p.m. Motion unanimously passed.

Respectfully submitted,

Heidi Bolduk  
Board Clerk

PLEASE SEE THE MINUTES OF SUBSEQUENT MEETINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CHANGES TO THEM.