



Town of Burlington

**MINUTES OF MEETING
VIA ZOOM CONFERENCING
ECONOMIC DEVELOPMENT COMMISSION (EDC)
MONDAY, MARCH 11, 2024 AT 7:00PM VIA ZOOM**

- I. Call to Order: The meeting was called to order at 7:05 p.m. In attendance were Kevin Bair, Sharon Farmer, Tod Kallenbach, Vince Lambri, and Judi Ann Lausier.
- II. Public Comment: John Kirschner (Board of Finance) was in attendance but declined public comment.
- III. Review/Approve minutes of February 12 meeting: Motion to approve by Bair. Seconded by Lambri and Lausier. Farmer abstained, as she did not attend the February 12 meeting. Minutes approved.
- IV. Updates on business/property developments: Kallenbach reported on an inquiry received from and subsequent conversation with Daniel Dechamps, owner of MetalFinish, LLC regarding potentially relocating his business from Plainville to Burlington. Kallenbach stated that he was conferring with the Zoning Enforcement Office and Building Inspector regarding available industrial and commercial sites in Town; and that he would reconnect with Dechamps with potential opportunities.
- V. Updates on grant funding opportunities: Bryan Cassidy (EDC Secretary) did not attend the meeting but conveyed an update to Kallenbach regarding the Town website development project (with ARPA grant funding): the vendor, Civic Plus, is currently in the process of building the website development environment and will be transferring content over from the current website. Kallenbach did not have any update regarding the events/business marketing website project being managed by Tricia Twomey (Director of Parks & Recreation and Senior Citizen Services) but would reach out to her prior to the next EDC meeting.
- VI. Updates on business support/events: Farmer reported that the Burlington Chamber of Commerce decided that there was not enough time remaining to plan a Burlington Restaurant Week promotion for April 2024; and that she has offered EDC's support in planning a local business holiday promotion and/or a restaurant week promotion for spring 2025 instead. Lambri reported that he had recent conversations with First Selectman Doug Thompson regarding the DOT approval process for the sidewalk expansion plan in the Central Business District; and with Pranav Patel regarding Patel's plan to construct a second commercial building at 292 Spielman Highway.

- VII. New Business: Lausier suggested that the EDC establish a budget to produce a business development support video to supplement the How to Start a Business in Burlington guide currently being drafted by JP Parente and the Commission. The other EDC members in attendance supported this idea. Kirschner suggested that the budget request be made soon, as the Board of Finance was already in discussion with the Board of Selectmen regarding the next fiscal year budget (starting July 1, 2024). Kallenbach stated that he would send the request to Thompson that week.
- VIII. Adjourn: The meeting was adjourned at 7:49 p.m.

Respectfully submitted.
Tod Kallenbach, Chairman