



Town of Burlington

**TOWN OF BURLINGTON, CT
MINUTES OF MEETING
ECONOMIC DEVELOPMENT COMMISSION (EDC)
MONDAY, JANUARY 12, 2015 AT 7:00PM
BURLINGTON TOWN HALL**

- I. **Call to Order:** The meeting was called to order at 7:04 pm. In attendance were Kevin Bair, Tod Kallenbach, John Kirschner, Pam Weaver and Dave Wrabel. Public attendees were Richard Miller, Gavin Soraghan (Library Lane Partners, LLC) and Jeff Fitzgerald (BL Companies).
- II. **Public Comment:** There were no public comments.
- III. **Approval of Minutes: December 15, 2014:** The December minutes were unanimously approved.
- IV. **Current Project updates:**
 - a. **Existing business/property developments:** there were no new reports
 - b. **Village Center development:** Soraghan and Fitzgerald provided an update on the proposed grocery store development. The proposed store operator (David Brenner, IGA) is presently discussing financing for fixturing and inventory with his distributor (Bozzutto's) and Bozzutto's is undertaking a market study. BL Companies is presently preparing detailed site plans in preparation for presentation to the Planning & Zoning Commission. Soraghan and Fitzgerald requested more information regarding a proposed traffic light at the intersection of Library Lane and Spielman Highway, which Soraghan stated is included in his letter of intent to purchase the Library Lane property (see response in next point below).
 - c. **CBZ traffic study – next steps:** Kallenbach reported the CBZ traffic study conducted by CCRPA was delivered as a final report in December 2014, and includes several possible scenarios for traffic light locations and a rear access road in response to increases in traffic volume as a result of the Village Center development, including a grocery store. Kallenbach also stated that the Northwest Council of Governments (NWCOC), in which Burlington is a new town member, has also proposed further traffic study and analysis to be completed by summer 2015. Kallenbach suggested to Soraghan and Fitzgerald that they contact Rick Lynn of NWCOC to make an introduction regarding their project and to obtain further information. Kallenbach also suggested that presenting their detailed site plans, once completed, to Burlington P&Z and CT-DOT would help accelerate further discussion and planning on traffic controls regarding the development project.
 - d. **CBZ sidewalks & streetscaping plan – next steps:** Kallenbach reported that the design contractor, Milone & MacBroom, is on schedule to provide documentation required for the construction bid on phase 1 of the project. The bid is expected to be issued by the Town



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this winter. Town representatives will also be meeting this winter with landowners along the construction route regarding construction easements, water line connections (where appropriate), ongoing maintenance plans for sidewalks/lighting/landscaping, etc. A spring 2015 construction start is anticipated.

V. New Business (still pending)

- a. **Finalize EDC 2015 budget request:** Kallenbach reported that EDC plans to complete its 2015 budget request in January to include membership fees in regional development planning agencies, where appropriate. Kallenbach also reported that the Town expects to continue to fund a consulting position for municipal development grant writing; that NWCOG has applied for a grant to fund an economic development specialist on its staff that would support its members (including Burlington); that the Northwest Hills Chamber of Commerce has hired a grant writer that might also benefit Burlington; and that Mike Goman of the commercial real estate development firm Goman & York, has volunteered to assist Burlington with questions, contacts, etc. regarding the Village Center project.
- b. **Email update to Village Center Open House and Tavern Day participants:** Kallenbach reported that the resident contact information received at the spring open house and fall Tavern Day events (100+ attendees) has been entered into a database for proving an email (and/or postal mail) update on the Village Center progress. Kallenbach suggested a spring announcement, once the pending sidewalk project and proposed land sale/grocery store plans are finalized to proceed.

VI. Adjourn: The meeting was adjourned at 8:02 pm.

Respectfully submitted,
Tod Kallenbach – Chairman, Burlington EDC