



Town of Burlington

**TOWN OF BURLINGTON, CT
MINUTES OF MEETING
ECONOMIC DEVELOPMENT COMMISSION (EDC)
Monday August 17, 2015
BURLINGTON TOWN HALL**

- I. **Call to order:** The meeting was called to order at 7:00 by Pamela Weaver. Other Commission members in attendance were Art Funk, William Walluk, John Kirschner and Kevin Bair. Also attending was First Selectman, Ted Shafer.
- II. **Public Comment:** There was no public comments.
- III. **Approval of minutes:** The minutes of the July 20, 2015 regular meeting were approved as amended to report re-appointment of Commission members.
- IV. **Streetscape Ribbon Cutting at Tavern Day:** There will be no sidewalk art show as proposed because Burlington schools will have only recently reopened and there is no art work available. Ted Shafer suggested that EDC have a ribbon cutting ceremony. The idea was well received and specific tasks were handed out. Art will arrange to obtain an appropriate ribbon and scissors, Bill and Tod will prepare a detailed outline for Tod to present, and Pamela will contact State representative Joe Piscopo and State senator Elizabeth Estes and invite them to the ceremony. It is expected that Tod will make the appropriate remarks including the source of funding and future phases of the Streetscape Project.
- V. **Marketing Brochure Ad-Hoc Committee:** Pamela reported that eleven residents volunteered for the EDC ad-hoc marketing committee. There appears to be a good representation of knowledge and skill of these volunteers. It was agreed that the objective of this committee is to produce written and digital information about Burlington targeting all audiences, with specific information about the recreational, educational, historical, business and services features of the Town. It was suggested that the written document might be a brochure with changeable inserts for aspects that might change frequently. It was agreed that the first organizational meeting of the ad-hoc committee should be part of a special meeting of the EDC. Tod will need to prepare and post an agenda for that meeting. It is expected that subsequent marketing meetings will be solely for the ad-hoc committee.
- VI. **Other:**
 - a. Ted suggested that the poles on the new streetscape light posts are a great place to post banners highlighting upcoming Town events and/or seasonal scenes. The suggestion was well received and will be discussed again.
 - b. Ted suggested that the EDC should request an invitation to an executive session of the Board of Selectman meeting to present its position and recommendation regarding Town purchase of the Harris property on Library Lane. The suggestion was well received and will be referred to Tod.



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Adjournment: The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

William Walluk – Secretary, Burlington EDC

APPROVED _____