



## Town of Burlington

**TOWN OF BURLINGTON, CT  
MINUTES OF MEETING  
ECONOMIC DEVELOPMENT COMMISSION (EDC)  
Monday October 19, 2015  
BURLINGTON TOWN HALL**

- I. **Call to order:** The meeting was called to order at 7:02 by Tod Kallenbach... Other Commission members in attendance were Art Funk, Pamela Weaver, William Walluk, John Kirschner and Kevin Bair.
- II. **Public Comment:** There were no public comments.
- III. **Approval of minutes:** The minutes of the September 21, 2015 regular meeting were approved.
- IV. **2016 Meeting Schedule:** The date for EDC regular meetings will be changed to the second Monday of each month starting in January 2016.
- V. **Report from the Ad Hoc Marketing Committee meeting:** Tod handed out copies of the minutes of the first meeting which was primarily composed of administrative matters and establishing a list of subjects to incorporate into the marketing plan. He also commented that the resident committee members showed a lot of enthusiasm and believes that the participants bring the skill sets needed for the accomplishment of the objective. The next meeting is scheduled for November 12 at Town hall.
- VI. **CERC-CEDAS town economic development assessment survey form;** The survey form was completed by discussing each question and forming a joint response during the meeting. Tod will pass the survey form back to CEDC for evaluation and their advice on the next step in the process.
- VII. **Economic Development Association Membership:** Tod announced that there was no STEAP grant funding for Burlington in the most recent grant period. It was agreed that the Commission should join the Connecticut Main Street Center and that Tod will prepare the application.
- VIII. **Update on Existing business/property developments:** There was no updated information available.



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### IX. Other:

- a. John presented a notice from Representative Esty discussing grant opportunities associated with the U S Economic Development Association.
- b. John attended a meeting of the Central Connecticut Chamber of Commerce dealing with the subject of community funding.

**Adjournment:** The meeting was adjourned at 8:30 p.m.

The Commission then went in to Executive session.

Respectfully submitted,

William Walluk – Secretary, Burlington EDC

APPROVED \_\_\_\_\_