



## Town of Burlington

**TOWN OF BURLINGTON, CT  
MINUTES OF MEETING  
ECONOMIC DEVELOPMENT COMMISSION (EDC)  
Monday November 16, 2015  
BURLINGTON TOWN HALL**

- I. **Call to order:** The meeting was called to order at 7:00 by Tod Kallenbach... Other Commission members in attendance were David Wrabel, Pamela Weaver, William Walluk, John Kirschner and Kevin Bair.
- II. **Public Comment:** There were no public comment.
- III. **Approval of minutes:** The minutes of the October 19, 2015 regular meeting were approved.
- IV. **Report from Nov. 12 Ad Hoc Marketing Committee meeting:** Tod and Bill attended the recent meeting of the Ad hoc marketing committee. Tod reviewed the major topics of discussion of the meeting which included. 1. The proposed Town website RFP, 2. Light pole banners, 3. The need for a town planner/grant writer, 4. The need for a webmaster for the Town website and 5. The overall need for better communication with town residents
- V. **Economic Development Association Membership:** Tod and Ted Shafer met with Jocelyn Ayer of the Northwest Hills Council of Governments, who provided information on sources of various grants that could be available to Burlington. Tod stated that he would proceed to prepare the application to join the Connecticut Main Street Center.
- VI. **CERC-CEDAS town economic development assessment survey;** The next EDC meeting is December 7 at which time a representative from CERC – CEDAS will provide their analysis of the recent assessment questionnaire survey form that the Commission completed.
- VII. **Update on Existing business/property developments:** There was no updated information available.

**Adjournment:** The meeting was adjourned at 8:00 p.m.

The Commission then went in to Executive session.



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Respectfully submitted,

William Walluk – Secretary, Burlington EDC

APPROVED \_\_\_\_\_