



Town of Burlington

**TOWN OF BURLINGTON, CT
MINUTES OF MEETING
ECONOMIC DEVELOPMENT COMMISSION (EDC)
MONDAY, DECEMBER 12, 2016
BURLINGTON TOWN HALL**

- I. Call to Order: The meeting was called to order at 7:00pm; in attendance were Kevin Bair, Tod Kallenbach, John Kirschner, Pamela Weaver and David Wrabel.
- II. Presentation: Kim Parsons-Whitaker, Associate Director, Connecticut Main Street Center, "What Makes a Vibrant Town Center". First Selectman Ted Shafer and Kallenbach introduced Parsons-Whitaker, who gave a 30-minute presentation that was attended by approximately 30 members of the public and was followed by Q&A. A PDF of the presentation will be forwarded to the EDC and will then be made available on the Burlington website. Burlington is among the 74 Connecticut communities that have membership in the Connecticut Main Street Center, a statewide nonprofit organization that provides education, training, resources, technical assistance and advocacy to local communities working to ensure their town centers and downtowns are inviting places to live, work, play, learn and invest.
- III. Public Comment: David Dickson asked questions of Parsons-Whitaker and Kallenbach regarding her opinion of Burlington's draft plan for Village Center development, and what progress has been made by the EDC since the document was completed at the end of 2013. Whitaker stated that Burlington's plan "checked all the boxes" regarding CMSC's four-point approach (see below) and referenced the Storrs Center development in Mansfield as a similar project that required 11 years and more than 450 meetings to move from vision statement to shovels in the ground:
 1. *Organization*: Focusing on consensus and cooperation, we help build a framework for sensible, community-driven programming – matching a community's assets to its potential.
 2. *Promotion*: Enhancing the image of downtown through retail promotions, special events and branding. Increasing the social value of downtown will increase the economic value of the district.
 3. *Design*: Improving the physical value and appeal of downtown through both new construction and rehabilitation of historic and under-utilized buildings. We encourage design of public spaces for walking and gathering.

4. *Economic Restructuring*: Increasing the economic value by encouraging diversity among current and new businesses suitable to the unique needs of a particular marketplace.

Kallenbach stated that the EDC's focus since 2014 has been on creating awareness of the vision and plan for the Village Center among the business and real estate communities, as well as supporting infrastructure improvements including public water line extensions and new sidewalks utilizing public grants, all with the goal of attracting private development. Thus far, there has been significant interest in the plan but no private proposals or investments in a commercial development project for the Village Center. However, as awareness grows and the economy improves, the EDC plans to continue to support current business and land owners, while seeking opportunities to pursue new development.

- IV. Review/Approve minutes of November 14 and October 17 meetings. There was no quorum for the November 14 meeting; the October 17 meeting minutes were unanimously approved.
- V. Report and Updates from Ad Hoc Marketing Committee Meeting (December 1): Kallenbach reported that the Marketing Committee has been approached to assume planning and management of the annual Burlington Tavern Day event, and is presently taking this under consideration.
- VI. EDC member openings: Kallenbach reported that Bill Walluk resigned from the EDC effective November 30, 2016. Weaver announced that she will be moving from Burlington in early 2017 but would be willing to continue with EDC until her present home is sold. Kallenbach asked for new member nominations, which will be presented at the January 9 EDC meeting.
- VII. Updates on business/property developments: EDC noted that the new Lemon Grass restaurant was now open at the former Cassille's location. Kallenbach reported that the Small Business Administration has approached EDC to provide free workshops for Burlington businesses and further details will be provided this month.
- VIII. Adjourn: The meeting was adjourned at 9:00pm.

Respectfully submitted,

Tod Kallenbach – Chairman, Burlington EDC