



Town of Burlington

**TOWN OF BURLINGTON, CT
MINUTES OF MEETING
ECONOMIC DEVELOPMENT COMMISSION (EDC)
MONDAY, JUNE 10, 2019 AT 7:00PM
BURLINGTON TOWN HALL – SENIOR CENTER**

- I. Call to Order: The meeting was called to order at 7:05 p.m. In attendance were Michael Androw, Kevin Bair, Arthur Funk, Tod Kallenbach, and First Selectman Ted Shafer.
- II. Public Comment: There were no members of the public present.
- III. Review/Approve minutes of March 11, 2019 meeting (Note: there was no quorum at the April 8 or May 13, 2019 meetings). The March 11 minutes were approved by Bair and Kallenbach. Androw and Funk abstained, as they were not present at the March 11 meeting.
- IV. Economic development consulting services from the Connecticut Economic Resource Center (CERC): Kallenbach and Shafer discussed that the Boards of Finance and Selectmen have approved retaining the consulting services of CERC, with an average of eight hours per week, for the next fiscal year. The EDC will work with CERC to assign specific tasks and deliverables. Kallenbach suggested the following priorities:
 1. Assistance with identifying grant opportunities and grant writing for future infrastructure development (i.e., sidewalk extension and traffic lights/controls and other pedestrian/cyclist safety improvements in the Central Business Zone (CBZ))
 2. Creating a more comprehensive and attractive “package” of available commercially- and industrially-zoned properties throughout Town and helping define best potential development/business uses for each parcel (perhaps starting with the CBZ as time and budget permits)
 3. Assistance with determination of and communicating with developers and landowners/business owners (current and prospective), based on the analysis and documentation of step 2 above
 4. Presenting updates and ideas at EDC meetings on an occasional basis or as specific development project opportunities/plans arise
- V. Plan of Conservation & Development Update: Kallenbach presented the draft “briefing booklets” from the consultant (Glenn Chalder – Planimetrics) for “Chapter 5: Burlington Center” and “Chapter 6: Economic Development” for commission members to review and provide feedback. Androw asked if the

Town was considering mixed-use development in Burlington Center (i.e. buildings that contain both housing and commercial establishments), to which Kallenbach and Shafer responded affirmatively.

- VI. Farmers Market Planning for 2019 – Kallenbach provided updates on the event dates, times, participating vendors, and volunteer opportunities.
- VII. New Business: Shafer discussed that Gradbros, LLC has a June 13 public hearing with the Planning & Zoning Commission to request a special use permit to develop multi-family housing at 759 George Washington Turnpike in the CBZ.
- VIII. Updates on business/property developments: There were no additional updates.
- IX. Adjourn: The meeting was adjourned at 8:25 p.m.

Respectfully submitted,
Tod Kallenbach – Chairman, Burlington EDC