



# Town of Burlington

**TOWN OF BURLINGTON, CT  
MINUTES OF MEETING  
ECONOMIC DEVELOPMENT COMMISSION (EDC)  
MONDAY, APRIL 13, 2020 AT 7:00PM  
REMOTELY VIA ZOOM VIDEOCONFERENCE**

- I. Call to Order: The meeting was called to order at 7:03 p.m. In attendance (via videoconference) were: Michael Androw, Kevin Bair, Sharon Farmer, Tod Kallenbach, Vince Lambri, and First Selectman Ted Shafer.
- II. Public Comment: Dwight Harris was also in attendance (via videoconference) and stated his interest in getting a general update.
- III. Review/Approve minutes of March 9, 2020 meeting: the minutes were unanimously approved.
- IV. Project update – Home-based business signage: Farmer and Lambri attended the Planning & Zoning Commission meeting on March 12, 2020 and submitted proposed zoning regulation changes based on research from neighboring/similar-size towns that allow small signage on residential mailboxes that promotes home-based businesses. The commission is reviewing the request for consideration.
- V. Project update – Local business promotion/fundraiser participation: members of the EDC have been invited by the Burlington Chamber of Commerce to present ideas at an upcoming board of directors meeting, however, this has been delayed by the COVID-19 outbreak.
- VI. Updates on business/property developments: Harris asked if any development plans have been presented to Town building officials regarding his former property on Library Lane; Shafer responded that there have been no formal plans presented. Shafer discussed the Town's response plans to assist residents and business during the COVID-19 outbreak, including a 90-day property tax deferment and providing food supplements to residents in need. Kallenbach asked if any businesses had expressed needs to the Town regarding financial or other assistance. It was discussed that the EDC would communicate with local banks, chambers of commerce, council of government, and state/federal business and economic development organizations to consider offering centralized information resources, contacts, seminars, etc., to Burlington businesses affected by the crisis.
- VII. New Business: none presented.
- VIII. Adjourn: The meeting was adjourned at 7:37 p.m.

Respectfully submitted,  
Tod Kallenbach – Chairman, Burlington EDC