



Town of Burlington

MINUTES OF MEETING VIA ZOOM CONFERENCING ECONOMIC DEVELOPMENT COMMISSION (EDC)

MONDAY, DECEMBER 11, 2023 AT 7:00PM

- I. Call to Order: The meeting was called to order at 7:01PM. In attendance were Kevin Bair, Bryan Cassidy, Sharon Farmer, JP Parente, Tod Kallenbach, and Vince Lambri.
- II. Public Comment: There were no members of the public in attendance.
- III. Review/Approve minutes of November 13 meeting: Motion to approve by Bair; seconded by Lambri; unanimously approved.
- IV. Updates on business/property developments: There were no new business/property development updates.
- V. Updates on grant funding opportunities/projects:
 - a. Websites development: Cassidy mentioned that the Website Design Committee meeting was cancelled in November 2023 due to no quorum. Cassidy mentioned that a meeting is planned for December 19th, 2023. Kallenbach reported that the high-resolution photographs used for the Burlington Brochure have been shared for potential usage on the "Explore Burlington" website, as the photographer granted the Town of Burlington full license rights.
- VI. Updates on business support/events
 - a. "Starting a Business in Burlington" document – EDC members discussed cleaning up the existing "Starting a Business in Burlington" document and adding more narrative in an effort for the document to be more of a walkthrough on the steps needed to be performed. Parente mentioned that he had some bandwidth and would be willing to help work on the document and hopefully have something by February 2024 for discussion.
 - b. Tavern Day survey results – Kallenbach thanked Farmer for her help in tabulating the survey results from Tavern Day. From Farmer's notes on the results, Kallenbach provided a high-level summary from the 41

surveys that were completed:

- i. Over 80% of the respondents wanted development to happen with Library Lane
- ii. Over 80% of the respondents wanted to see a bakery.
- iii. If restaurants were to be built, many respondents wanted to either see a farm-to-table or Mexican restaurant.
- iv. There was very high interest to keep a theme of a New England village or farm, when Library Lane is developed.

Parente noted that he recently spoke with Patel and mentioned that he is interested in opening a bakery with up to three apartments on the second floor in the undeveloped lot he owns next to the Burlington Spirit Shoppe. Cassidy mentioned that he would assist in aggregating all surveys performed throughout the last few years on the development of Library Lane so it can be hopefully posted on the Town of Burlington website as a resource for developers interested in Library Lane.

- c. “Taste of Burlington” April event planning – Farmer reported back from a recent Burlington Chamber of Commerce meeting by mentioning that the planned approach is to do a two-week event involving a passport that can be stamped at food and drink establishments that are Burlington Chamber of Commerce members. The participating businesses would offer a discount or a special menu and if customers are able to complete their passport with the necessary stamps, they would be entered into a raffle for prizes.

EDC members discussed the potential of holding an open forum for business to discuss unique challenges they are facing.

Kallenbach mentioned that the Central Chamber of Commerce would be hosting an Economic Outlook breakfast on January 11th, 2024, that would include the Economic Development Commissions and individuals for each town under the Central Chamber of Commerce. Kallenbach mentioned that that the event is to be held from 7:30am to 9:00am at the DoubleTree by Hilton (42 Century Drive, Bristol, CT).

- VII. New Business – There was no new business discussed by EDC members.
- VIII. Adjourn – Motion for adjournment by Parente; seconded by Farmer; meeting adjourned at 7:34pm.