



# Town of Burlington

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

**MONDAY, JANUARY 8, 2024 AT 7:00PM**

- I. Call to Order: The meeting was called to order at 7:04PM. In attendance were Kevin Bair, Bryan Cassidy, Sharon Farmer, Vince Lambri, Judi Ann Lausier, JP Parente, and Tod Kallenbach.
- II. Public Comment: There were no public comments; however, Aiden Sansoucie, a student at Lewis Mills High School, was in attendance as part of a Civics class assignment.
- III. Review/Approve minutes of December 11 meeting: Motion to approve by Bair; seconded by Farmer; unanimously approved.
- IV. Nomination of officers for 2024: Kallenbach nominated and approved as Chair. Bair nominated and approved as Vice Chair. Cassidy nominated and approved as Secretary.
- V. Updates on business/property developments: Kallenbach provided an update on a recent meeting he had with John Seagrave, President of the Burlington Chamber of Commerce. Kallenbach mentioned that the Burlington Chamber of Commerce has greatly increased membership in recent years and expect to reach 100 members by year end.

Farmer mentioned that she was unable to attend the last Town of Burlington Chamber of Commerce meeting due to vacation. However, Lausier attended and recapped the meeting by letting EDC members know that the holiday trees in the town center were a success and that the Central Connecticut Chamber of Commerce is hosting a '*Regional Economic Outlook Breakfast*' breakfast on January 11, 2024. Kallenbach mentioned that he is planning to attend and if any other members are interested in attending, they can sign up on the Central Connecticut Chamber of Commerce's website.

- VI. Updates on grant funding opportunities: EDC members did not have any updates on new grants; however, Kallenbach asked Cassidy to provide an update on the Website Design Committee. Cassidy mentioned that the Website Design Committee has been in discussions with CivicPlus and the next effort will

be for all existing departments, commissions, and committees to finalize content on the existing website as there will be a freeze so data can be migrated over to the new website. Cassidy also mentioned that the Website Design Committee was still working on the theme and primary navigation bar to help residents and businesses find information in a much more efficient manner.

Cassidy provided an update on his effort to consolidate the Library Lane survey results. Kallenbach mentioned that when the new website goes live, this can be further elaborated on by focusing webpage content on developing Library Lane.

- VII. Updates on business support/events: Parente provided an update that he has started some initial work on updating the "*Starting a Business*" document, as he envisions the document to be a more chronological task list. Parente asked Kallenbach to add this as an agenda item for the next meeting so a draft can be reviewed by EDC members.
- VIII. New Business: Lausier inquired EDC members whether the Town of Burlington had a blight ordinance. Parente mentioned that a blight ordinance does not exist, and that Planning & Zoning would be responsible for leading that effort. Parente provided EDC members with a historical background of prior blight ordinance efforts and would share existing drafts with the EDC.
- IX. Adjourn: The meeting was adjourned by Kallenbach at 7:34PM.