



Town of Burlington

**TOWN OF BURLINGTON, CT
MINUTES OF SPECIAL MEETING
ECONOMIC DEVELOPMENT COMMISSION (EDC)
MONDAY, JANUARY 14, 2019 AT 7:00PM
BURLINGTON TOWN HALL – SENIOR CENTER**

- I. Call to Order: The meeting was called to order at 7:04 p.m. In attendance were Michael Androw, Kevin Bair, Todd Coleman, Katie Lydecker, Tod Kallenbach, Mitchell Kvedar (intern) and First Selectman Ted Shafer.
- II. Public Comment: There was no public comment.
- III. Review/Approve minutes of December 17, 2018 special meeting. The minutes were approved by Bair, Coleman, Lydecker and Kallenbach; Androw abstained because he was absent from the meeting.
- IV. Discussion: Plan of Conservation & Development (POCD) Update – EDC Section: Shafer discussed that Glenn Chalder, AICP of Planimetrics has been hired by the Town to facilitate the POCD plan update process. Kallenbach distributed Chalder's planning process document, along with the EDC section from the 2009 POCD. Chalder will be working primarily through the Planning & Zoning Commission. Chalder would like to receive input from other boards and commissions over the next six weeks. Kallenbach discussed that he would distribute additional documents via email of economic development activity and progress since the 2009 POCD was issued. Shafer requested that the EDC also consider in its planning process that the Town has received several requests since 2009 for development of residential building projects on industrially- and commercially-zoned properties. Kallenbach stated that the Town has additionally received several requests since 2009 to purchase industrially- and commercially-zoned properties, as well as open-space properties, from private and municipal owners. He suggested this topic also be part of the EDC's POCD recommendations to develop policies and procedures for managing such requests. Shafer pointed out that some towns, for example, have established a real estate acquisition subcommittee as part of their governance structure. EDC will discuss this topic further at the February 11 meeting.
- V. Discussion: Farmers Market Planning for 2019: Kallenbach recommended that planning begin with the hope to have Farmers Markets again at Burlington Town Hall on Thursday evenings from 5 to 7 p.m. during both July and August 2019. Plus, at Tavern Day, which is tentatively scheduled for Sunday, September 15, 2019 from 11 a.m. to 4 p.m. on the Town Green. He stated that

he would contact the 2018 participants via email and provide these dates and times as a starting point, to see if they are interested and available to participate again this year. He also suggested inviting feedback and suggestions on dates, times, place, participants, etc. EDC will discuss this topic further at the February 11 meeting.

- VI. New Business: Kallenbach provided an invitation and information from the Northwest Hills Chamber of Commerce regarding its 2019 Economic Development Summit being held on Tuesday evening, January 29 at Infinity Hall in Norfolk. Kallenbach also stated that the Northwest Hills Economic Development Commission is seeking Burlington representatives to serve on its board for upcoming terms.
- VII. Updates on business/property developments: There were no updates.
- VIII. Adjourn: The meeting was adjourned at 8:20 p.m.

Respectfully submitted,
Tod Kallenbach – Chairman, Burlington EDC