

Andover Economic Development Commission

Meeting Minutes

Date: Tuesday April 16th, 2024 7:00PM

Andover Town Hall

- I. Call to Order: 7:00PM Attending – Elaine Buchardt, Liz Cargill, Meghan Lally
- II. Public Speak - none
- III. Tolland County Chamber of Commerce- Elaine explained that the town is a member of the TCCC and she is on the Board of Directors and the TCCC EDC. She is able to get information on the EDC activities and businesses in Vernon, Tolland, Mansfield, Ellington, Bolton and Coventry. We are able to send all our activities to be posted on the TCCC website, Facebook page and newsletter. She discussed the branding project for regional branding being done by Bolton, Coventry, Mansfield and Tolland.
- IV. 2024-2025 budget for EDC – Elaine put in a request for \$1000 for the EDC budget which is up \$500. The TCCC town membership costs \$480. We can use the rest to promote businesses or attend conferences or workshops.
- V. Andover Farmers Market -Elaine said there is no market master to date to run a farmers' market. We discussed the original premise for having a farmer's market and are going to concentrate on Andover only farms. Meghan is going to work with this idea and will be touching base with the Farmers' market committee. She wants to create an Andover farm directory and map.
- VI. Andover Welcome Sign budget request for second sign – Elaine said that one sign is being created since there is money in the budget this year. It is being worked on by Eric Anderson, town administrator, and John Guzkowski, planner. Elaine requested funds to create the second sign through the BOS and CIP. Eric is looking into possibly having the second sign created out of funds in the next year budget.
- VII. Andover is Open for Business – Elaine continues to copy links of local business posts and posting on the Andover CT Economic Development Commission Facebook page.
- VIII. Business Directory update – Liz hadn't gotten the spreadsheet and new business information from Cathy yet. Elaine will speak with Cathy again. Liz wants to take the information and create a more readable directory.
- IX. Combined meetings with P&Z, Conservation, Town Admin – Elaine talked about the combined information sharing meetings we had. We will definitely start those back up so we can be informed of developments in town.
- X. Sustainable CT – Meghan will attend meetings to figure out where we are in the SustainableCT process. She will help wherever she can.

- XI. New assignments:
 - Farmers Market – Meghan and Elaine
 - Business Directory – Liz and Elaine
 - Combined Committee meeting – Elaine
 - Look over CDOT Route 6 study summary - Liz
- XII. Next meeting – June 18th 7PM
- XIII. Adjourn – 8:50PM