

Andover Economic Development Commission

Zoom Special Meeting Minutes

Date: Thursday January 19th, 2023 5:00

- I. Call to order: 5:00 Elaine Buchardt, Cathy Palazzi, Catherine Magaldi-Lewis
Absent: Patrick Dougherty
- II. Public Speak
- III. Minutes from last meeting – November 2022 approved.
- IV. Tolland County Chamber of Commerce report - Elaine
New website with Town calendars – Elaine reminded Cathy and Catherine to send in updates to the TCCC director, Melissa Smith for any events planned. It paints us as an active town that someone might want to have their business or live in.
Other towns events and initiatives
Farmers Market – Elaine – new dates have been set for 2023.
2023-2024 EDC budget request – Elaine sent in the EDC budget request increasing from \$500 to \$1000.
P&Z and EDC request for part time town planner/EDC position presented to BOS again – Elaine will inform members of these meetings and attend.
- VI. Social media communication - Who is doing what?
Andover is Open for business – Elaine making sure Andover business Facebook updates make it to the Andover Economic Development Commission Facebook page. Some are now automatically updating to it.
- VII. Projects:
Board communications – All - combined meeting with P&Z and Town Administrator – Catherine to set up the meeting.
Business Directory/Business mapping(ongoing) - Elaine
Sustainable Connecticut – Cathy, Elaine
UConn student planning presentations – on Youtube and town website – where do we go from here? – discuss this in the combined board meeting.
Reimbursement for UConn gifts – Catherine to fill out reimbursement for from Town Administrator.
Welcome signs – Elaine – getting new estimates for request to BOF and BOS – Elaine got the new estimates and designs from Art Signs. She sent to members. Catherine volunteered to send funding request to BOS, CIP, Town Administrator since Elaine going on a three vacation.
Businesses coming to town

- IX. Branding –More ideas - four town brand presentation meeting on January 30th – Attend if you can.

Business communications and retention to be added to the discussion. We need to look into communication forums to ask businesses what we can do for them and what they can do for themselves. Cathy had a conversation with Dubois Automotive and they would like increased communication.

- X. Assignments: Catherine to send funding requests from town budget to BOS, Town Admin and CIP. Board to attend the January 30th four town branding meeting if they can.

- XI. Public Speak

- XII. Adjournment at 6:05PM – Next meeting – February 16, 2023 5:30PM