

Board of Economic Development

Meeting Minutes

Date: Thursday February 13th 2020

Andover Town Hall - 7:00PM

- I. Call to Order – 7:05 present: Elaine Buchardt, Cathy Palazzi, Lori Blake, Patrick Dougherty

Absent: Catherine Magaldi-Lewis

- II. Pledge of Allegiance

- III. Public Speak - none

- IV. Tolland County Chamber of Commerce report – Elaine

Elaine handed out the minutes from the last meeting with the TCCC EDC group which includes Columbia, Ellington, Tolland, Mansfield, Coventry, Bolton and Andover. It's one group where all the Tolland County towns(still missing Hebron) can get together and discuss their economic development efforts.

- V. EDC Budget for 2020

Elaine has proposed adding \$300 to the current EDC budget of \$500 to cover possible fees for attending EDC training sessions. We could also use it for refreshments when we have the EDC 101 workshop from CERC(now AdvanceCT). The budget has been submitted to the BOS. They discussed it at their last meeting and it is being included in the town budget for the BOF.

- VI. EDC annual report

Elaine gave a copy of the annual EDC report for 2018-2019. It has been submitted to Amanda Gibson for the Andover Annual Report.

- VII. Answers to EDC questions

We went over the answers to the questions Catherine had send to the commission.

- VIII. Projects:

Welcome signs: Elaine submitted a request for \$10000 for the two Welcome to Andover signs to the CIP committee. They will add it to their request list to the Board of Selectman. If we don't get put on the budget, then we will be submitting a request to the new Community Fund this summer. We need to work on the design and wording for the signs so we are ready when we have funding.

Fundamentals of EDC from AdvanceCT: CERC has changed it's name to AdvanceCT. Elaine will discuss the Fundamentals workshop to Hebron EDC to see if we can do a combined town meeting. That way we will have 20 people.

Linking listings to the town website: Catherine and Elaine to work on this. We need to link commercial opportunities so we can point developers and investors to them.

Sustainable CT: Cathy working on the things we need to do on the EDC list on the Sustainable CT website. She will let us know how we can help.

IX. Future ideas

We discussed the letters Catherine presented to us to send out to developers, investors and businesses to promote Andover.

Lori suggested we talk with Marlborough and Hebron to find out what they are doing for branding. Since we are regionalized at the middle and high school level, it would make sense to work together on this.

Patrick is working with the CT Regional Tourism board and needs to get together information on Andover for their pamphlet. He will let us know what we need to research to help him.

X. Farmers Market: This years Farmers Market with be the first Wednesday of the month in July through November. The hours are 4-7 except in November it is 3-6 and inside the church.

XI. Assignments:

Elaine to get in touch Hebron EDC to talk about combining the Fundamentals workshop and find out what they are doing for branding.

Elaine and Catherine to work with the town website committee to determine how to fit in commercial listings.

Cathy to work on the Sustainable CT EDC steps.

Patrick to work on Andover information for CT Reginal Tourism pamphlet.

Lori and Catherine to continue working on new ideas for marketing.

Our next meeting has been switched from March 12th to March 19th in the Community Room at 7:00. Elaine will inform the town hall.

XII. Public Speak-none

XIII. Adjournment

Adjourned 8:20pm

Minutes respectfully submitted by Elaine

