

## **Board of Economic Development**

### **Meeting Minutes**

**Date: Thursday January 9<sup>th</sup> 2020**

**Andover Town Hall - 4:00PM**

I. Call to Order – 4:05 Attending, Lori Blake, Catherine Magaldi-Lewis, Patrick Dougherty, Elaine Buchardt. Eric Anderson, Town Administrator.  
Absent Cathy Palazzi

II. Pledge of Allegiance

III. Public Speak – Roberta Dougherty

Roberta Dougherty is on the Hunger Action Team(HAT). They are organizing a day of help on April 25<sup>th</sup> and reaching out to people to get a list of chores that need to be done to assign to volunteers. They are reaching out to people who go to food share and the food pantry. Roberta asked that we reach out to local businesses to see if they can help.

Elaine provided information about the EDC, things we have done in the past, things to look at for guidance along with Long Term Planning Committee marketing chapter, information on Sustainable CT and welcome to Andover sign options.

IV. Tolland County Chamber of Commerce report – Elaine

Elaine explained to new members, Lori and Catherine M, on how we work with the Tolland County Chamber of Commerce for information sharing. The TCCC promotes all the Tolland County towns. Elaine is our Andover representative on their EDC team.

V. Zoning activity-who can follow?

Elaine explained how we have been connected to P&Z in the past, but don't have anyone on the commission now. We had a conversation with Eric who was the chairman of P&Z and Patrick who was on the commission to explain the difference between the EDC and P&Z. Eric suggested contacting Robert Hamburger who is the current chairman to alert us if there are new businesses or existing businesses applying to P&Z. Elaine will reach out to Robert. We also need to check their agendas and minutes to see if there is anything of interest to the EDC.

We discussed the need for a planner in town. We have none.

VI. EDC Budget for 2020

Our current budget is \$500 reduced from \$1000 a few years ago. The TCCC membership for towns is \$430. We will ask for \$1000 to cover membership and to attend EDC informational workshops over the budget year. This could also cover secretarial work which is currently done by Elaine. Elaine will submit the request to the Board of Finance. We will have to ask for money for special projects, ie. Signs to come from other budgets. These will be onetime requests.

#### VI. Projects:

Business Directory – Cathy Palazzi completed the directory updates and things have been turned over to the town administrator's admin assistant. Amanda will update as information is sent to her.

Route 6 signs – next BOS meeting, CIP,BOF

Elaine will be presenting requests for Welcome to Andover signs at the BOS meeting Monday Jan. 13<sup>th</sup>. She will submit request for \$10000 to CIP and Board of Finance. Eric recommended talking to Fred Oliver who is the CIP chairman.

Sustainable CT – Cathy Palazzi will be spearheading this. It will be an on-going process. There is the potential for 50-50 grants from Sustainable CT. Cathy will register the town of Andover on the website.

Long Term Planning Committee marketing discussion-

We discussed the marketing plan from the LTPC. Catherine M. Is going to look into creating links from the EDC town webpage to available commercial properties. Elaine will help get the information for those listings. Currently there is only one property on the market.

Fundamentals of EDC from CERC- to be tabled for our next meeting

#### VII. Future ideas-

We discussed the Andover plaza and what can be done about it's appearance

#### VIII. Farmers Market – to be discussed next meeting

#### IX. Public Speak

#### X. Adjournment – Adjourned 5:45.

Next meeting Feb 13<sup>th</sup> at 7:00PM

Minutes respectfully submitted by Elaine Buchardt