

Stafford Economic Development Commission  
Special Meeting  
Veterans Room, Town Hall  
June 6, 2017, 6:30 PM

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TOWN CLERK

1. Call meeting to order and establish a quorum.  
A quorum was established and the meeting was called to order at 6:35pm by Chairman Andra Smith. Present were members Stephen Squire, Sal Titus and Andra Smith. Members Michael Pifer and Dan Burnett-Pollock were absent. Dianne Bilyak from the Stafford Arts Society was in attendance as a member of the public.
2. Review minutes from meetings of 4/4/17.  
By motion of Mr. Squire, seconded by Mr. Titus, the Commission unanimously approved the meeting minutes from 4/4/17.
3. Discuss progress with business questionnaire.
  - a) Mr. Titus got the surveys back from Mr. Cartier via Mr. Pifer and gave them to Mrs. Smith. Mrs. Smith will add the entries into survey monkey before the next regular meeting in August.
  - b) Local Magazine and North Central News – Mr. Squire explained that his contact no longer works at North Central, but that she commented that the topic of “things to do in Stafford” sounds like an article that could get published in either one. At the next regular meeting the EDC will discuss starting this project.
4. Stafford Arts Society calendar of events.  
Dianne Bilyak reported on behalf of the Stafford Arts Society, that the calendars have been printed and distributed (thanked the EDC for paying); showed that the location for Summerfest didn't indicate the speedway and suggested Mr. Titus make stickers to go over the posters if he wanted to correct them; also provided a letter from the Stafford Arts Society seeking funding for their Main St. Blues event on Friday, August 4. Up to \$200 was requested from the EDC to help pay for the musician. The EDC members discussed and it was decided that Mrs. Smith would email the First Selectman to see if he wanted the town to contribute. If he did, we would suggest using some of the funds from the EDC budget up to that \$200.
5. Videographer update from Mr. Squire.  
Mr. Squire said that Jeremy White is interested but needs to know what we want. Mrs. Smith explained the project to Mr. Squire, and he will have Jeremy White bring a proposal, price and sample work to the regular meeting in August.
6. Downtown Business Association meeting and help: Arts on Main Concerts  
Mr. Titus and Mr. Squire looped Mrs. Smith in since she missed the last meeting when EDC voted to approve helping the Downtown Business Association with funds. Jodi Harmon of the

Downtown Business Association confirmed to Mrs. Smith that she had received them directly from the First Selectman about a week ago.

7. Status update on building/drafting a 5 or 10 year town economic development plan.  
Mr. Titus will bring to the Stafford Citizen Advisory Committee.
8. Business Packets.  
Tabled; remove from agenda until we have more members.
9. Business Award and Meet & Greet.  
Mr. Titus to talk to First Selectman about making it a bi-annual event and inquire if he can get corporate sponsorship.
10. Farmer's Market Grant update.  
Mrs. Smith reported that the Farmer's Market never followed up with her to fill out the application, so she was not able to sign it. The deadline has long since passed.
11. Summerfest.  
Mr. Titus is looking for vendors; may need a special meeting with EDC in August regarding Fallfest.
12. Tax Incentive Ordinance Adoption.  
Mr. Squire cannot get the formatting on the document correct; so he will email it to Mr. Titus to do.
13. Ribbon Cutting Ceremony for New Businesses.  
Mrs. Smith to check with Jodi Harmon of the Stafford Cidery to see if it of interest to them to do at the July Arts on Main (July 14, probably toward the beginning of the event). Mrs. Smith to email First Selectman to get a list of which elected and other public officials should be invited (e.g. Mr. Joe Courtney, Mrs. Nancy Wyman, Mr. Kurt Vail, etc.). Mr. Titus to get ribbon, scissors, and light refreshments.
14. Adjournment.  
By motion of Mr. Titus and seconded by Mr. Squire, the Commission unanimously approved to adjourn at 7:30pm

Respectfully submitted,



Andra Smith