



## ECONOMIC DEVELOPMENT COMMISSION

Meeting Type:..... **Regular**  
Date:..... **Wednesday, April 13, 2016**  
Time:..... **4:00 p.m.**  
Place:..... **Town Manager's Conference Room**  
Address:..... **43 Bombardier Road Milton, VT 05468**  
Contact:..... **(802) 893-1186**  
Website:..... **www.miltonvt.org**

### MEETING MINUTES

1 **1. CALL TO ORDER**

2 The Chair called the meeting to order at 4:01 p.m.  
3

4 **2. ATTENDANCE**

5 **Members Present:** Donna Barlow Casey, Town Manager and Chair; Ann Bradshaw, Interim  
6 Superintendent of Schools & Vice-Chair; Louis Mossey, Community Representative; Bob Lombard,  
7 Community Representative; and Jamie Parent, Milton Business Association Representative.

8 **Members Absent:** Courtney Lamdin, Business Representative; Tony Micklus, Business Representative; Lori  
9 Donna, Community Representative; and Jeanne O'Bryan, Business Member.

10 **Staff Present:** Jacob Hemmerick, Planning; Kym Duchesneau, Recreation; Ben Nappi, Recreation; Mary  
11 Thompson, Manager's Office.

12 **Public Present:** Curt Carter, Greater Burlington Industrial Corporation

14 **3. PUBLIC FORUM**

15 None.  
16

17 **4. AGENDA REVIEW**

18 None.  
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20 **5. STAFF UPDATE**

21 **5(A). Development Report**

22 Hemmerick reviewed recent applications in the development review process and discussed some of the  
23 recently approved Zoning Permits that are pertinent to Economic Development. He also shared draft  
24 revised Zoning Permit and Certificate of Compliance forms that the Zoning Administrator has been  
25 working on, for review and feedback. Hemmerick also ended by noting that the Planning Commission held  
26 the first public workshop on the DB1 draft Zoning amendments, which was well received.  
27

28 **5(B). Other News**

29 The Chair shared general Town news, including the status of the Bombardier Road parcel the Town is  
30 purchasing, the "Milton: Defining Downtown from the Diner to the Dam" (M4D) project, various sidewalk  
31 and/or paving schedules, and the installation of the Disc Golf course that was recently installed in  
32 Bombardier Park. She also noted that the Town Manager's office has received a larger-than-normal number  
33 of visitors wishing to discuss improvements to Town Core development.  
34

35 **6. OLD BUSINESS**

**6(A). EDC PROJECT: Business/Development Summit**

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1 The Chair introduced Mary Thompson, Administrative Assistant to the Manager, to review the work she's  
2 been doing to facilitate the forum. Thompson explained that after considering several venues, Georgia  
3 Mountain Maples will host the event. The site is in a great location, can accommodate a large group, and  
4 has a kitchen. Public Works will be delivering round tables to the site and setting them up. Steve Marinelli  
5 can cater the event, and Mary shared a menu he had prepared, which highlights local ingredients and  
6 includes plenty of maple. Thompson requested feedback on the menu and advised that a date needs to be  
7 finalized. Brief discussion of potential dates was held. The Chair felt that a weekday in late May would be  
8 ideal. The finalization of the date was tabled, though later in the meeting it was determined that fall is a  
9 more feasible timeframe in order to maximize participation.

10  
11 The Chair inquired if the Commission should engage neighboring communities and try to co-brand an  
12 event with them. Mossey felt it should be kept local at this point in time, with the possibility of future  
13 expansion. The group agreed.

14  
15 The Chair discussed the importance of a signature event to economic development. These types of events  
16 help support smaller local businesses, and bring in visitors with the hopes of them spending time and  
17 money in town. The Commission also discussed the ups and downs of business sponsorship.

18  
19 The group discussed various possibilities and ideas for both the summit and signature events, including:

- 20  
21
- Should the summit start with an opening discussion -- as opposed to one person giving a presentation or speech -- to create an environment more conducive to group discussion?
  - The aim is for 35-50 people to attend the summit; it was advised that they'd need to pick a date immediately in order to secure that level of turnout in the spring and therefore a fall date would be more reasonable.
  - Group panels vs. a single keynote speaker: the Commission agreed that a mix of both would be ideal, and that a keynote speaker would increase participation and interest from the business community.
  - Inviting the agricultural community.
  - Assigning driving routes to the venue and asking attendees to mindfully drive their route and share their observations of Milton at the summit.
  - Including a professional, or someone with experience in these type of events, to simply listen to the discussions taking place and then provide advice to the Commission regarding themes or commonalities among the ideas they heard.
  - The structure of the summit: breakfast and an introductory discussion, followed by a presentation or keynote address, ending with round-table brainstorming sessions and lunch.
  - The Commission also discussed general ideas about the types of events that could be identified as possibilities to begin a conversation. Hemmerick and Barlow Casey reinforced the importance of thinking about big events that draw people from far and wide. Lombard noted the importance of selecting events for demographics that align with Milton's development goals.
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42 **NEXT STEPS:** *finalize a date in the fall (looking at September 13th-15th, or September 20th-22nd), reserve*  
43 *the venue, and brainstorm for a keynote speaker.*

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45 **7. NEW BUSINESS**

46 None.  
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2 **8. OTHER BUSINESS**

3 None.

4 **9. MINUTES**

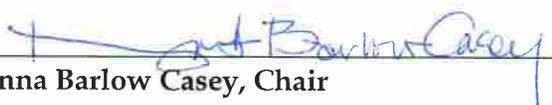
5 **9(A). Approval of the minutes of February 17, 2016**

6 Approval of the minutes of February 17, 2016 was UNANIMOUSLY TABLED.

7 **10. ADJOURNED**

8 ADJOURNED at 5:00 p.m. by UNANIMOUS consent.

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11 Minutes approved by the Commission this 11<sup>th</sup> day of May, 2016.

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14  5.11.16  
15 Donna Barlow Casey, Chair \_\_\_\_\_ /kt

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17 Draft filed with the Town Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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19 Filed with the Town Clerk this 16<sup>th</sup> day of May, 2016