



**Wilton Economic Development Commission**

Regular meeting

October 12, 2016, 7:15PM

Town Hall, Room B

Commission Members: Dan Berg, Gil Bray, John Clasby, Jim Jarvie, John Kelly, Phil Lauria, Vivian Lee-Shiue (Chair), Peter Hubbard, Tracy Serpa, Brad Unger, John Wilson, Jennie Wong (Secretary/Treasurer)

Guests: Lynne Vanderslice (First Selectwoman), Lori Bufano (Selectman Liaison), Mike Moio

**AGENDA:**

- 1) Call to order [Lee-Shiue]
- 2) Approval of July Minutes [Lee-Shiue]
- 3) Brief introduction of all commissioners (i.e. professional background, motivation for living in Wilton and joining the commission).
- 4) EDC Rules and Protocols [Lee-Shiue]
  - a) Working Groups (e.g. Analytic, Marketing, Signage, Rapid Response)
  - b) Email communications
  - c) Attendance Guidelines
- 5) Administrative items [Lee-Shiue]
  - a) Meetings frequency
  - b) Key dates:
    - i) Approved remaining meeting dates: November 9 and December 14
    - ii) Future proposed meeting dates
      - January 11
      - Feb 8
      - March 8
      - April 5
      - May 10
      - June 14
  - c) Special meetings
- 6) Nomination of officers - if appropriate, may decide now or defer to next meeting [All]

- 7) Route 33 Bridge Flags [Moisio & Wong]
  
- 8) Old Business:
  - a) Analytics Surveys Presentation Update [Lee-Shiue, Kelly]
  
  - b) Marketing Working Group Update [Wong, Lauria]
  
  - c) FY Budget 2017 Allocation [All]
    - i) Discretionary Spending
    - ii) Videographer for Town Events
  
- 9) New Business
  - a) October 20 Forum [Lee-Shiue]
  
  - b) EDC Strategies [All]
    - i) Long Term Goal (greater than 3-year time horizon)
    - ii) Short Terms (less than 3-year horizon)
  
  - c) CERC Next Steps [Wong]
    - i) Self-Assessment
    - ii) Staffing
    - iii) Site Finder
    - iv) CT Main Street Center
  
  - d) Downtown Holiday planning [Vanderslice, Lee-Shiue]
  
  - e) NEDA Conference [Unger]
  
- 10) Open Discussion
  
- 11) Adjourn