Agenda
Essex Economic Development Commission (EDC)
Essex Junction Village Office # 2 Lincoln St.   Conference Room– 8 AM-9:15 AM

Meeting Date: February 28, 2020

1. **Call to Order:** Chairperson, Jim Bernegger or Vice Chairperson, Melinda Monroe
   Commission Members: Jeff Benjamin, Botur Kosimi, Brian Sheldon-recording secretary

2. **Public to Be Heard:** (5 min)

3. **Welcome** Elaine Hanley, Town of Essex Selectboard Chairperson to address the Commission (10 min)

4. **Essex Staff & EDC Partner Briefs since the former brief on Jan 24, 2020 (30 min)**
   A. **Brief by the Essex Unified Town Manager, Evan Teich or Deputy Manager, Greg Duggan** (10 min)
      1. Essex staff news/ policies, and current or proposed Infrastructure developments that will impact the current or prospective business development in the Town & Village of Essex.
   
   B. **Brief by the Essex Village Director of Community Development, Robin Pierce** (5 min)
      1. Orientation & Update on relevant EJ Village business news and development status.

   C. **Brief by the Town of Essex Community Development**, Darren Schibler (5 min)
      Note Recently appointed Director Omiso Makuku will be unavailable for this meeting
      1. Update on relevant Town of Essex developments, code or infrastructure news that will impact the Essex business community.

   D. **Brief by the Greater Burlington Industrial Corporation (GBIC) representative to EDC, Curt Carter**, (5 min)
      1. Update on relevant State and/or Chittenden County News and Development that will have an impact on the Essex Business community.

   E. **Brief by the Essex representative(s) to the Chittenden County Regional Planning Commission (CCRPC)**, Darren Schibler. (5 min)
      1. Update on planning initiatives or studies by the CCRPC that are relevant to economic development specific to Essex or alternate municipalities in the county.

5. **Prior Unfinished Business (10 min)**
   A. Review, edit and approve a final draft of a proposed EDC Charter-Bylaws for submission, upon EDC final draft, to the Town Selectboard for approval.

6. **New Business (20 min)**
   A. Update status of EDC Work Project #1, Essex Business Census / Portfolio. Members: Jeff Benjamin & Brian Shelden

   B. Update of progress on EDC Work Project #2, the development of a Compelling Economic Development Recruitment strategy, to drive the design & implementation of marketing initiatives. Members: Botur Kosimi & Jim Bernegger

   C. Update of progress on EDC #4 Work Project Design and funding of an on-the-shelf Grand Opening Ribbon cutting ceremony available, upon advanced reservation, to new or expanding Essex businesses.
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7. FYI (7min)
   A. Status of response to Lea Ann Smith, EHS STEM Academy Leader, 1/6/2020 email re. student Internship opportunities appeal.
   B. Update on Revision Military .
   C. Update on Blodgett management appointment
   D. Global Foundries facilities management plan, soccer field lease & tuition program with UVM University, innovative career development initiative.
   E. Saxon Hill development, Red Pine Circle, site prep by Allen Brook Development, Al Senecal
   G. CATMA ETC Winter 2020 ETC Event Wed. March 4, 2020
   H. Status of Starbucks opening?
   I. Lake Champlain Regional Chamber of Commerce Legislative Update Breakfast, March 16 at Costco. Registration.

8. Next EDC Meeting: Friday, March 13, 2020

9. Meeting Adjournment: (9:15 AM)

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A. Suggested Background readings
   2016 Essex Town Comprehensive Plan
   Energy Plan Town & Village
   Essex VT Town and Village of Essex Junction Housing Assessment Plan
   2019 ETC Next Plan
   Vermont Website, Think Vermont

B. Data Sources for Development of a census of the Greater Essex business Community
   1. 2019 EJ Village business survey
   2. 2019 VT Business Magazine annual Business Directory
   3. 2019 Town of Essex Grand List
   4. Current posting by the VT Secretary of State of registered businesses in the 05452
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