

**Town of Barkhamsted**  
**Economic Development Commission**  
**Meeting Minutes**  
**December 17, 2015**

**Meeting called to order at 7:47 PM**

**Attending members:** Ross Herzog, Ginny Apple, Bob Pulford, and Kevin Noblet (by phone). Also present was Don Stein, First Selectman and Stephan Bastrzycki.

**Review of minutes:** On a motion made by Ginny Apple, seconded by Bob Pulford, and passed unanimously (Kevin Noblet abstained), the minutes of September 17, 2015 were approved.

**Discussion:**

- The discussion regarding the CERC economic development meeting/presentation centered on how to reach out to local businesses; i.e., a business visitation plan, welcome packages for new businesses and new homeowners, and how to streamline and provide help with the permits and processes associated with setting up a business in Town. Part of this related to business retention and part to helping new businesses get started.
- Stephan Bastrzycki demonstrated how to use Google calendar and how it can be shared with other organizations and made available to the general public. The approach that was suggested was that the Town set up an email account (e.g. "events@barkhamsted.us") that could then be used for a Google account. The calendar administration then could be shared with the Selectmen's office, the EDC, Rec Commission, PTO, etc., and then could be linked to various websites so that community members and non-residents could have better knowledge of happenings in Town. This would also help prevent organizations scheduling events in conflict with other activities. The calendar would also be made available to organizations such as FALPS, Scouts, Lions Club, youth sports, Trout Unlimited...
- Ginny Apple reported that there was a student available from NCCC to work on a town walking map. However, she also provided a copy of the tourist map that was developed for Winsted as an example of something that the EDC should consider to promote the Town. The consensus of the members was that we should look into doing something like this jointly with New Hartford (Don Stein action to contact Dan Jerram to determine if New Hartford would be interested.)

**Motions:**

- On a motion made by Ginny Apple, seconded by Bob Pulford, and passed unanimously, the attached meeting dates for 2016 were approved.
- On a motion made by Bob Pulford, seconded by Ginny Apple, and passed unanimously, Ross Herzog was re-elected as Chairman of the Commission.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Don Stein  
First Selectman

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**TOWN OF BARKHAMSTED  
ECONOMIC DEVELOPMENT COMMISSION  
MEETING DATES FOR 2016**

January 21

July 21

February 18

August 18

March 17

September 15

April 21

October 20

May 19

November 17

June 16

December 15

The Economic Development Commission meets on the third Thursday of every month at 7:30 p.m. in the Barkhamsted Town Hall.