



**Economic Development Committee Meeting
Town of Bridgeville
Agenda Minutes
Wednesday, December 20, 2017 3:00 p.m.
Town Hall Meeting Room**

I. **Attending:** Richard Grinnell, James Speegle, Bob Lewis, Jane Houtman, Sue Grenier, Harris Mager and Deborah Brown.

Absent: Jeff Tull, Ralph Root, Brenda Rambo, and Charles Smith.

Also Attending: Lee Ann Walling (Comp. Plan) and Bill Pfaff (Sussex Co. EDC)

II. **Approval of Minutes:** The minutes from the November 15, 2017 meeting were approved.

III. **EDC Financials**

A. Review of Annual Budget Richard discussed the budget with the committee.

- a. Bridgeville License Plates-Richard stated that John Brodeur has resigned from the committee. Deborah Brown volunteered taking over the License plates.

IV. **Old Business**

- A. Town Comprehensive Town Plan - Lee Ann Walling discussed with the EDC Committee how the Town has improved since 2000. Ms. Walling and the Committee discussed the strategic plan. Ms. Walling and the Committee discussed the Branding. Ms. Walling discussed farm to table concept with the Committee. Mr. Pfaff, Ms. Walling and the Committee discussed the Development grid. Mr. Pfaff discussed bringing jobs to the Western side of Sussex County. Ms. Walling discussed the Downtown Development program with the Committee. Ms. Walling discussed having a professional dedicated to the EDC with the Committee.
- B. Fabulous Fourth Friday events for 2018 (Food Vendors-Ralph) - Richard stated that Ralph Root has resigned. Jane volunteered to take care of the Food Vendors.
- C. Strategic Plan Review - Update on meetings with Consultants- Richard discussed the training class that is on January 5, 2018 at 1:30 pm at the Bridgeville library. Richard discussed the drop box files that Diane sent to the EDC. Richard discussed setting up sub meetings in January 2018.
- D. Christmas Parade – Final Report- Richard discussed the award winners and lessons that were learned that can help them in for the 2018 Christmas Parade.

- E. Incentive Grants- Richard discussed getting Incentive Grants in place for 2018 and different types of grants that the EDC could do.
- F. Bike Trail Name Contest- Richard discussed the Bike Trail Name Contest with the Committee. The committee discussed possibly giving a gift certificate to the winner. Sue volunteered taking over the Bike Trail Name Contest. The Committee discussed the requirements to enter the contest.

V. New Business

None

VI. Committee Members Comments:

Richard discussed the Main Street Conference with the Committee, how many people they would be sending and trip expenses.

Richard discussed setting up sub meetings in January 2018.

Richard discussed with the Committee picking one letterhead to present to the Town Commission.

VII. Adjournment:

The meeting was adjourned at 04:30 PM.

NOTE: Next EDC meeting at 3:00 pm on Wednesday, January 31, 2018 in Town Hall.

Respectfully submitted,



Ashley Walls, Transcriptionist