



**Economic Development Committee Meeting
Town of Bridgeville
Agenda Minutes
Wednesday, November 15, 2017 2:30 p.m.
Town Hall Meeting Room**

- I. **Attending:** Richard Grinnell, John Brodeur, Jane Houtman, Sue Grenier, Deborah Brown and Harris Mager.
Absent: James Speegle, Brenda Rambo, Ralph Root, Jeff Tull and Charles Smith.
- II. **Approval of Minutes:** The minutes from the October 16, 2017 meeting were approved.
- III. **EDC Financials**
 - A. Review of Budget: Richard discussed the budget with the committee.
 - a. Bridgeville License Plates-John Brodeur discussed that there are 16 left.
- IV. **Old Business**
 - A. Discussion of EDC portion of the Town's Comprehensive Plan: Richard discussed the Comp. Plan website, bridgevilleplan.net.
 - B. Fabulous Fourth Friday events for 2018: Richard stated that Ralph is looking into the food vendors.
 - C. Railroad Signage Update: The Committee discussed the picture in the paper and Richard thanked Harris for his time.
 - D. Strategic Plan Review- Richard discussed that he emailed Diane and hopefully they will be here in December to train the EDC on their website, youdbehome.com, and for the new tool they have to help with the property inventory in Town.
 - E. Christmas Parade: Richard discussed the parade details with the Committee. Richard stated that they will need volunteers for the parade.
 - F. Style Guide/ Branding: Richard discussed different letterheads with the Committee. Richard discussed the Sussex County Profile ad for the Town with the EDC.
 - G. Old Police Station re-purposing: Richard discussed an update with the Committee regarding time frame, grants, what they are allowed to do there and ideas of what they could do with the building.
 - H. Shop Small Saturday: Richard discussed a Shop Small Saturday ad and that Lynn from the Chamber of Commerce is working on the ad.

- I. Incentive Grants: The Committee discussed Jeff's Tap room and East Coast Restoration's grant progress. John Brodeur offered to go speak with the East Coast Restoration. Richard discussed new incentive grants for this year and what kind of grants to do.

V. New Business

- A. Bike Trail Name: The Committee discussed having a completion to decide the name of the Bike Trail.
- B. Sussex Economic Development grid: Richard discussed a Sussex County property inventory list that Bill Pfaff is putting together. Richard also discussed having a Town property inventory list.

VI. Committee Members Comments:

Richard discussed the Main Street Conference with the Committee, who would like to go, schedules and expenses.

Deborah Brown asked if the EDC got the incentive grant decals that they had talked about and Richard stated that yes they had.

The committee decided that their future meetings are going to be at 3:00 pm.

VII. Adjournment:

The meeting was adjourned at 3:31 PM.

NOTE: Next EDC meeting at 3:00 pm on Wednesday, December 20, 2017 in Town Hall.

Respectfully submitted,



Ashley Walls, Transcriptionist