

**Economic Development Commission (EDC)  
Meeting Minutes  
January 5, 2022**

**Present:** Chairwoman Terri Packard, Natoma Vargason, Dana Healy, Tyler Hornbecker, Ron Humbel, Marie Oyster, Town Manager, Paul Mantello, Marilee Kerns, Ray Hanson

The meeting was called to order at 9:15 am by Chairwoman, Terri Packard

**Roll Call and Introductions took place.**

**Minutes of the October 27<sup>th</sup> meeting** were reviewed and approved.

**Treasurer's Report:** Ron Humble provided report, report was approved; Vargason explains outstanding expenses.

**Presentation:** Kathryn Gratton (kgratton@mrhc.net) presented Sustainable Communities Designation – 5-year Designation, Gratton asks EDC for assistance creating applications SWOT Analysis. Hanson explains EDC is active/engaged and this is a strength. EDC shared multiple strengths and weaknesses about the Boonsboro Community with Gratton. The committee suggested parking, better lighting at night, kiosks, affordable housing, etc. Gratton needs EDC responses by the 01/14.

**Old Business:**

**Beautification Project:** Mantello & Vargason met with Brandon Green and discussed further. Next step is to apply for funding from Nora Roberts Foundation. Paul said that they need to develop a committee to begin budgeting and capital planning with the \$3.1 million in Rescue Fund Planning, the Mayor and Council need to finalize planning. Terri suggested using the seed money to get started on this project. We need \$9000 for Masterplan and this will help us apply for other things. Paul Mantello – February advisory committee – complete app to a 3 member body of next fiscal year's budget. Terri tabled the motion to move forward with using EDC money. Submit request to Nora for seed money to get plan started.

**Network Breakfast:** Tiffany suggests Horizon Goodwill Industries to speak at a future breakfast. She is also looking for speakers for future meetings. Natoma suggesting we postpone January breakfast due to Covid. Natoma motioned to postpone, Dana seconded the motion to postpone breakfast, approved by all. The committee agreed to use January 20<sup>th</sup> as a workshop for the EDC to discuss the many projects we have planned. This workshop will be held at Town Hall at 7:30 am on 01/20/2022. Motion by Natoma to make the 01/20/2022 meeting a workshop, 2<sup>nd</sup> motion by Ron and approved by all. Marilee suggests we check with the Legion for availability. The next Networking Breakfast date is 02/17/2022.

**Boonsboro Advertising:** Dana recommended that we advertise in Frederick Magazine. Tiffany suggest digital and paper, will put together a package by next meeting for Digital Marketing. Natoma suggests a brochure to be placed in Visitor Centers.

**Boonsboro Ribbon Cuttings & Recognition:** Suggested that we plan to do regular Ribbon Cuttings & Recognitions for the businesses in town. Tyler's Ribbon Cutting has been postponed due to a delay.

Vesta will be reopening- unsure of the date. Ribbon Cutting for Opening Day of Farmers Market, Celebrate Anniversaries of local businesses. Cochran's Auction is celebrating 50<sup>th</sup> anniversary this year.

**EDC Shirts:** Terri said there is no update on t-shirts

**Love Your Local Banners:** Natoma will sit down with Greg for a schedule. The banners can go on both sides of poles.

**Food Truck Festival:** Beer booked by Ron, table further discussion until 1/20/2022. Ping pong, 3 on 3 Basketball are some of the activities planned. Natoma is working on a contract with a \$200 Deposit Required, if they show up they will be refunded \$100 minimum. Ron suggests a 15 Truck Minimum and there are a few that have showed interest. Suggest a passport to visit each Local Small Business and when full, they get a free beer. Look for sponsorships from local businesses.

**New Boonsboro Business Association:** First meeting 01/26/2022 at Town Hall

**Appalachian Trail Community:** no update

**New Business:**

**Spring Jubilee:** Dana looking at a date in April – window painting, scavenger hunt – Picked the date of April 30. Need banners and signs. Terri suggesting we apply for grant funding with CVB.

Publicity suggestions: billboard for events, Ambulance Co. sign, Rack Card with quarterly events to put in Restaurants possibly with a QR code to go to town page, paragraph in each town newsletter. We need a publicity committee, Town Branding and Social Media – possibly Melissa DiMercurio, Kristin Bowl, Works Good or Platinum PR. Need church contacts for future activities. Need a standard form for soliciting event sponsorship. Discuss at workshop.

**Community Safety Works:** Safety and Risk Manager is Officer Crissman, Paul Mantello is meeting with Kathryn Gratton for safety of Town Hall. Other areas of concern – lighting on Main Street, walkway from Main Street to Shafer Park.

**60<sup>th</sup> Anniversary JFK:** November 2022, weekend before Thanksgiving. What can we do to commemorate the 60<sup>th</sup> Anniversary? Home of JFK on sign possibly? Tyler knows director, Mike Spinler and will ask for ideas.

**New Business Activity:** Ray shared about proposed Sports Betting, distillery, concert venue at former Stinger's location.

New Post Office has started construction, High's has purchased property. Dunkin Donuts, Hardware Store (ie: Tractor Supply) are other possibilities in new sections of Fletcher's Grove.

Meeting adjourned.

Submitted by

Marie Oyster, Secretary