

Economic Development Commission

October 23, 2024 Meeting Minutes

Boonsboro Town Hall Annex

Meeting was called to order at 8:10 am by Chair Terri Packard.

Roll Call

Members in Attendance: Terri Packard, Ron Humbel, Tyler Hornbecker, Dana Healy, Marie Oyster, Natoma Vargason, Nate Kraft, and Town Council Liaison, Ray Hanson. Others in attendance Mayor Howard Long, Town Manager, Rachel Souders, and Park Board Liaison, Jamie Burton.

Secretary Report was submitted for approval. A motion was made by Ron Humbel and seconded by Natoma Vargason; motion carried.

Treasurer's Report

Terri reviewed the Income and Expense Reports for the EDC. Nate Kraft motioned for the Treasurer's Report to be accepted, seconded by Ron Humble; motion carried.

Council Liaison Report and Public Comments – updates shared by Ray Hanson and Rachel

- Water Main Replacement
- James Rogers, Police Officer, is on patrol now. Hired a P/T Officer
- Highs – revised site plan, moving forward with that and has talked to Planning Commission
- Easterday Property is up for Auction on 11/06/2024 – Highs is the only one that is moving forward, they will not have car wash and will have Diesel Pumps for trucks.
- Bids in for Water Reservoir lower than expected and may not need loan.
- Auction Square – waiting for supplies to come in, possible to complete the connection in 2 weeks once they arrive. The Tap Room will open first, then Vanish Brewery. Hold up on opening The Book is not known.
- Howard and Rachel talked to Fire Dept. They are looking for property to buy for expansion.
- Chase 6 – State Hwy approved all plans – Drew & Rachel met with Mr. Draper. The project is slow moving but all approvals are in. McDonald's is very interested in going on one of the Commercial Lots.
- Michelle Vining, My Dream Mini Mart, has been attempting to make improvements to her building but does not get approvals first, she needs to get some guidance.

Old Business

Grant Updates -

- Rural MD Economic Grants – Extension to 12/31/2025.
 - Bathrooms should be done end of October – should be functioning for opening in December.
 - Cultural Trail – wrapping it up, Natoma is meeting with David tonight.
 - Website – 1st Draft done, sent pictures. The future version will be sent out for our review.
 - Signage – discussed under Downtown Beautification

- Façade Grant – Chuck Schwalbe has a \$6400 project submitted. There is still money to be spent. We should create a Facebook post to promote the Façade Grant.
- Downtown Beautification – The benches that were purchased as part of the plan will be out on Friday for Boonefest. FSA had to revise improvement plan and resubmit to SHA. We will need to provide specifics on the sign and wall.

Networking Event Series

- 11/14/2024 – Commission Mixer from 6 to 9 pm at American Legion – there will be updates from all commissions. It will be heavy appetizers and cash bar, price TBD. Following discussion, Ron Humbel moved that we charge \$24 for a dinner buffet with two meats, motion was seconded by Dana Healy; motion carried. Menu to include fried chicken, baked ham, mashed potatoes, mac & cheese and roasted vegetables. Howard added that it should be tax exempt since it is a town function.
- 01/16/2025 – 6 to 8 pm – National Road Museum – grazing table from Palmyra Cheese.

Business Ribbon Cuttings

10/24/2024 @ 11 am – Solara Roots & Soul Alchemy
 Future – Disc Golf, Provision 146, The Vineyard at Mapleville Manor
 Washington County EDC Week is 10/21 to 10/25/2024.

Quarterly Rack Cards

We need to create a Master File of our Distribution Lists, maintain the kiosks in town. Natoma is in contact with HS Guidance counselor to discuss student getting Community Service hours to maintain the Kiosks. Howard will help with distribution. A Scout troop has expressed interest in helping. Discussed potential of direct mailing the cards – what is cost? Where would we target?

We did not receive the 4x6 cards of 4th quarter card that were printed by Mercersburg and dropped off at HBP with the 4x9 cards. Where are they??

2025 1st quarter card: Annual Events for 2025 – suggested that we add a QR Code to Rack Cards.

Main Street Maryland

Our application came back with 3-4 questions. Bryan submitted our answers. We should have a decision in January.

Comprehensive Plan

Commission members will meet October 30th at 11:30 am at Nate's Place to put thoughts together for our portion of the new comprehensive plan.

Familiarization Tour September 24th Wrap-Up – we met a lot of people during the trade show portion at aviation museum. Three buses were supposed to visit Boonsboro but only a few people actually spent any time in our town. This was not what was expected. It was suggested that maybe we offer guided Walking Tours to groups.

Committee Reports

Food Truck Festival – The review of 2024 was that we have come a long way. We received positive feedback about the Beer Garden and music was good. We will be inviting Mack Berry back for the Beer

Garden next year. FTF 2025 will be our 5th year, the Co-Chair will be Jackie Piro. Plan is for Jackie to take over in 2026 so Natoma can back down. We would like a designated area for the Garden Tractor Pull. Jackie Burton stated that the new trail in park is going in this month (this was what led to cancellation of the pull at 2024 festival). The Fire Department must be contacted ahead of time if we are interested in using their parking lot on the day of the event (we neglected to do that for the 2024 FTF). The creation of a Kids Zone was an excellent idea. We have received all positive feedback for this event.

Boonsboro Town Alliance

Finalized the Good Standing with the State of Maryland, filed for Amendment to our Status as well. Ron asked the EDC for help with the music for 2024 Boonefest. All music will be on the porch of the museum. Dianna Palmer made a motion that EDC should sponsor the music on Saturday up to \$500, seconded by Nate Kraft and motion carried. The BTA wants to plan other events. Working on the idea of a 'Battle in the Boro' field day in May in Shafer Park. BTA is bringing back the Boonsboro Historic Church Tour on December 15th. Dahlgren Chapel and St. Michael's on Lappans are interested in participating.

Appalachian Trail Community Advisory Board

Natoma did meet with Katie, Director of ATC regarding a fundraising event for Hurricane Damage. There is a future lecture series about Conservation – suggest a Meet and Greet.

Welcome Center

Terri met with National Road Museum Members to discuss responsibilities. There must be a Memorandum of Understanding between the NPHF and EDC. The NRHF Board approved last night 10/22/24 at their meeting. Ron Humbel moved to approve the Memorandum, seconded by Dianna Palmer, motion carried. Final step is Mayor & Council approval. This is on the agenda of Mayor & Council Workshop on Monday. Terri will attend. The Opening Day for Welcome Center (and Museum) is Saturday, 12/14/2024. It will be open on Saturdays 10 am to 3 pm through the Winter. Volunteers are needed to add more open times. There should always be two people on staff, they are thinking about two shifts. There will be a Free Volunteering Information Event on Saturday, 11/09/2024.

New Business Activity/Updates

Old Tyme Christmas – 1st Friday in December

Holiday Church Tour – 12/15/2024

Boonsboro MS – Christmas Carols in Boonsboro on 12/20/2024

Terri is going to check with National Road Museum to see if they want a Ribbon Cutting during their Opening Weekend – 12/14/2024

December Meeting – our normal schedule has the meeting falling on Christmas Day. Meeting will be held 12/11/2024 @ 8 am.

Meeting adjourned at 10am.

Respectfully submitted,

Marie Oyster, EDC Secretary
12/06/2024