

**Town of Thomaston Economic Development Commission (EDC)
Regular Meeting Minutes-April 13, 2026**

Present: Lissa Jennings, Chair; Sue Holway, Secretary; Amanda Burch, Alissa Monteleone, Jeff Dunn, Danial Osorio, New Member; Mike Sweeney 7:10 via Zoom

Absent: Matt Stancavage

Also Present: Tony Adili, Land Use Administrator/EDC Liaison; Sara Walker, Recording Secretary; Kyle Crusius

CALL TO ORDER: 7:00PM

APPROVAL OF MINUTES:

March 9, 2026, Regular Meeting

MOTION made by S. Holway, Seconded by A. Monteleone to AMEND the Minutes of March 9, 2026, Regular Meeting under Old Business: Subcommittee Goals: *Change Bi-Laws to Bylaws* and APPROVE the *Minutes AS AMENDED*. Motion passed with one abstained (D. Osorio)

MOTION made by L. Jennings, Seconded by S. Holway to AMEND the Agenda to add a Food Truck presentation by Kyle Crusius. Motion passed unanimously.

Kyle Crusius states he would like to propose a Food Truck program to the Town. Discussion ensued. Mr. Crusius was asked to come back with a business plan for the next regular meeting. He was also advised to present to the Planning and Zoning Commission, as the regulations regarding Food Trucks may need some changes.

OLD BUSINESS:

- A. Subcommittee Goals:
 - 1. EDC Bylaws: Discussion ensued. L. Jennings asked the Subcommittee to Amend the Quorum number from 5 to 4 and bring the revised bylaws to the next regular meeting. A. Monteleone asked if there should be member attendance requirements within the bylaws. Discussion ensued. A. Burch indicated the Subcommittee will meet and come back with the Quorum and Attendance recommendations for review at the next regular meeting.
- B. Arts and Culture District: skip
- C. Tour of Thomaston-Summer Event July 4th-Labor Day: S. Holway states the Subcommittee met prior to this meeting they are in the process of finalizing the details and will have a passport to deliver to the businesses and schools prior the end of the school year.

NEW BUSINESS:

- A. Election of Vice-Chair:

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MOTION made by J. Dunn, Seconded by M. Sweeney to NOMINATE Amanda Burch, as Vice-Chair of the Economic Development Commission. No discussion. No additional nominations. Motion passed unanimously.

- B. EDC Budget Review: Discussion ensued. Commission members to get pricing on items to “give back to the community and spruce up downtown”
 - L. Jennings volunteered to price additional brackets for light poles.
 - A. Monteleone volunteered to price banners.
 - S. Holway and A. Burch to price hanging planters.After further discussion regarding banners, the commission has opted to add Banners and the Management of, to the Marketing and Promotion Subcommittee.

MOTION made by A. Burch, Seconded by J. Dunn to DRAFT requirements, policies and design criteria for a Banner program to be managed by the EDC as requested by the BOS; and PRESENT these criteria to the Board of Selectmen for final approval.

Further discussion: J Dunn further suggests collecting any information; process or policies that are already in place.

Where are banners stored. Find and document location of banners, flags, wreaths, etc.

Contact Will Cummings and /or Matt Stancavage for dimensions for brackets and banners.

Motion passed unanimously.

- C. Available Property List: Reviewed by commission; discussion ensued. T. Adili to change the name to Available Commercial Spaces; and he will create a Google Doc, so commission members can add properties as they become available.
- D. Connecticut Department of Housing-Roundtable discussion for the Draft of State of CT 2026-2027 Annual Action Plan for Housing Community Development. Thursday, April 16th, 2026, 1pm. Virtual.

STAFF REPORT:

A copy of T. Adili’s March Report was reviewed and discussed by EDC members.

- A. Solar Workshop: Commission asked T. Adili to find a Not-for-Profit presenter for a Solar Workshop.
- B. UCONN Urban Agriculture Project: T. Adili reports the town is exploring a program to rent out empty town owned land for Agriculture Purposes.
- C. Naugatuck Valley Corridor Economic Development CT Main Street Assessment Implementation-skip
- D. AdvanceCT-skip
- E. Grant Opportunities: No update on RECTRAILS Grant. No update on Microgrant Application.

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- F. POCD Implementation (EDC Related): Continue to work with other department heads monthly. One current focus is the Town of Thomaston Municipal Recreation Plan.
- G. CT Main Street Assessment Implementation: skip

SUBCOMMITTEE REPORTS:

- A. Business Relations
 - 1. Lunch and Learn opportunities (CBIA presentation, town website, Chamber, etc.)- skip
 - 2. CT Small Business Boost Fund-Open to any business looking for funds.
 - 3. *Chamber Updates*: 440 North Main Street, Bristol. Website: centralctchambers.org
 - Morning Jolt-networking: Tuesday, April 21, 8-9am at Chamber Offices.
 - Chamber Tune-Up: Tuesday, April 28, 8:30-9:30am, at Chamber Offices.
 - PYVOT and YP Collective Speed Networking Stop Light Party: Tuesday April 28th 5-8 PM Homewood Suites by Hilton, Glastonbury. Multi Chamber Event
 - Workforce Wednesday: Lunch and Learn-How to Terminate the Right (Legal) Way. April 29th 11:30-1pm at Chamber Offices.
 - PowHERful Connections: Women's Networking. Tuesday, May 12; 4:30-7:30pm. Effective Interviewing. Max Pizza IV, 454 Middle Street, Bristol.
 - Leadership Program: 6 Sessions starting Monday, May 18; 8am-12pm at Chamber Offices.
 - 4. CT Main Street:
 - Spotlight on Main: Wallingford-Thursday May 7; 3pm-6pm. Walking tour and Reception; Wallingford Public Library, 200 North Main Street, Wallingford
- B. Downtown Development and Parking: Nothing new.
- C. Marketing and Promotion.
 - 1. Website review-skip
 - 2. EDC Newsletter-Discussion of restarting newsletter distribution quarterly via email or print. And start promoting the Banner Program.

ADVISORY COMMITTEE REPORTS:

- A. Thomaston Greenway Committee-Scheduled site walk with Waterbury.
 - 1. Earth Day Cleanup April 11th was canceled.
- B. 150th Anniversary Committee-wrapping up 150th. Final events are to be announced. Books are coming soon.

ANNOUNCEMENT/PUBLIC COMMENTS: None

ADJOURNMENT:

MOTION made by A. Monteleone, Seconded by M. Sweeney ADJOURN the Meeting at 8:28PM. Motion passed unanimously.

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Respectfully Submitted,
Sara Walker
Recording Secretary