

# LITCHFIELD ECONOMIC DEVELOPMENT COMMISSION

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### REGULAR MEETING AGENDA

**May 25th - 7:00 pm- 8:00PM**

Litchfield Borough Office  
Russell Street, Litchfield, CT 06759

**Call to Order –**

**Appointment of alternates for the meeting-**

**Approve draft/minutes of April 2011 -**

**Public Comment-(if any)-**

#### **Main Items**

- Litchfield Jail- Update from Litchfield Preservation-Kay/Cleve?
- Report from David's meeting w/BOS on the 17<sup>th</sup>.
- Discussion of setting meaningful objectives/strategies.
- Commercial Website-Cleve's thoughts on direction(s).....

#### **Monthly Updates**

- Litchfield Hills Food Systems
- NW CT Economic Development Corporation-Update-Doug
- Litchfield Updated CEDS-Zoning
- Commercial Properties-New Listings/changes
- Litchfield Website-Feedback on new website (please look over)

#### **Old Business ?**

**Bantam-OLD UOP-AEROSPACE building-Update?**

#### **New Business ?**

Doug stepping down as "regular" member...headed to alternate status

Pam resigned as "alternate".

Sander resigning as "alternate"...applying for "regular" status

#### **Upcoming Events and Meetings:**

- Next Meeting- **June 29<sup>th</sup> ... 2011**

#### **Adjourn**

David Dean EDC Chairman

Litchfield Economic Development Commission  
P. O. Box 64  
Litchfield, CT 06759

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## Approved Mission Statement- (5/17/2011)

*The Economic Development Commission will stay informed on economic conditions and monitor trends within the Town of Litchfield and make recommendations to appropriate officials and agencies. The commission shall also take action to improve said economic conditions and seek to coordinate with the activities of various related commissions and unofficial organizations to further Litchfield's economic development well being.*

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### Sample Objectives & Strategy

#### 1- Stay current on local business(s)

##### Strategy-

- a.) Create database of current businesses
- b.) Create method(s) of contact- preferably E-mail list
- c.) Send questionnaire via E-mail

#### 2- Monitor the Commissions & Boards For Economic Impact

##### Strategy-

- a.) Create list of pertinent commissions/boards.
- b.) Create E-list of brd. commission/brd heads
- c.) Assign EDC members to "monitor" chosen comm./brds.
- d.) Create "reporting" system

Keep Brd. of Selectpersons 'in-the-know' concerning town wide efforts.

Keep Citizens informed via updated and current website

Etc.