

Essex Economic Development Commission (EDC)
Regular Meeting Minutes
October 1, 2025, 11:00AM
Meeting Held at 145 Maple Street, Essex Junction VT 05452
Police Department Community Room
Minutes Submitted by Clerk Keith Dunbar, October 5, 2025

Attendees

Commission Members:

Present: Igor Polenov, Chair; Ken Signorello, Vice Chair; Irene Wrenner; Anne Miller

Remote: N/A

Absent: Keith Dunbar, Clerk

Staff: Jean O'Sullivan, Brittany McGregor

Public: Jeremy Little

Partners: Sam Andersen

1. Call to Order

The meeting was called to order at 11:06 AM by Chair Igor Polenov.

2. Agenda Additions/Changes

- Polenov requested to add agenda item. Polenov let the commission know he would be resigning as Chair effective immediately.
- Add introduction and welcome of Anne Miller as a new commissioner
- Cancel item 6C
- Motion to approve the changes to the agenda:
Miller motioned to approve the agenda, seconded by **Wrenner**.
Vote passed unanimously 3-0, 1 not voting.

3. Public to be Heard

Members of the public were present either in person or online. No public comment was offered.

4. Minutes to approve

- 9/3/2025 Minutes
 - Corrections needed, GBIC correction and spell out what NBRC mean
 - Motion to approve minutes from 9/3/205 with corrections made by **Signorello**
Vote passed unanimously 4-0
- 9/18/2025 minutes
 - Corrections needed, change Essex Junction to Essex and correct spelling of Baron
 - Motion to approve minutes from 9/18/205 with corrections made by **Miller**,
seconded by **Wrenner**
Vote passed unanimously 4-0

5. Partner Update – Sam Andersen (GBIC)

- Sam Andersen delivered the partner update:
 - Update on CHIP
 - RPP applications are due 10/17/2025. Currently Town of Essex has no projects proposed

6. Business Items

- Discuss and possibly provide feedback to Selectboard on draft Handbook for Board, Committee & Commission Members and their Staff Representatives
- Discussion Selectboard's Invitation to all boards & commissions – picking a date
- Discussion of State Designation Program and how it is being utilized in Essex – Katherine Sonnick
- Information on Colchester mapping software and format for gathering business information.
- Discussion of the EDCs interaction with the Planning Commission and Development Review Board

7. Next Meeting

- Tentatively scheduled for Thursday, October 16, 2025, at 8:00 AM

9. Adjournment

- Motion: **Wrenner** motioned to adjourn the meeting at 12:17 PM, seconded by **Miller**.
Vote: Passed unanimously 3-0.

Meeting recording available here: <https://www.youtube.com/watch?v=vp4loFR7lIQ>