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**Town of Seymour  
Economic Development Department**

**Minutes  
Tuesday, May 3, 2011 – 7:00 PM  
Flaherty Room – Seymour Town Hall**

Members present: Jon Szuch, Marietta Sabetta, Ted Holly, Rosalie Averill, Michael Horbal, Ron Balabon, Joe Cass

**ITEM #1 Call Meeting to Order**

Meeting called to order at 7:00 p.m. by Chairman Jon Szuch.

**ITEM #2 Pledge of Allegiance**

Pledge of Allegiance led by Chairman Jon Szuch.

**ITEM #3 First Selectman Comment.**

Chairman Szuch stated that the First Selectman was not in attendance at the meeting this evening.

**ITEM #4 Public Comment**

Howard Enquist, owner of Cars on Location, Derby Avenue, Seymour stated that he has been working on marketing his property but has nothing to report at this time. Mr. Szuch stated that Mr. Enquist has met with VCOG regarding Brownfield \$ funds to clean up the property. Mr. Enquist stated that they do not feel there is a major problem with the site and it could be cleaned up quickly but the town of Seymour also would have to get involved to assist him with moving the cleanup forward.

**ITEM #5 Approval of Prior Meeting Minutes – April 5, 2011 Regular Meeting**

Mrs. Averill noted several corrections to the minutes:

Page 2 – 4<sup>th</sup> paragraph insert word “proposed” letter from EDC Commission...

Page 2 – 4<sup>th</sup> paragraph instead of “checked and verified” should read “reviewed”

Page 3 – 1<sup>st</sup> paragraph second to last sentence should read “it is our opinion that the envelopes should come from town hall”.

A motion to approve the minutes of the April 5, 2011 meeting with the noted corrections was made by Rosalie Averill and seconded by Marietta Sabetta. The motion was carried 5-0-2 with Ron Balabon and Michael Horbal abstaining.

**ITEM #6 2011 Seymour Founder's Day EDC booth discussion**

The members discussed the possibility of having a booth at the Founder's Day event. Chairman Szuch stated that he did not feel that this was the right venue for the EDC to be handing out any of the materials that have just recently been updated and prepared. Mr. Horbal agreed and felt that the commission should direct its efforts toward the business people in town and have something for them instead of being at Founder's Day. Mr. Szuch stated that he will send an e-mail to Mary Skuret thanking her for asking the EDC to be involved with Founder's Day and explaining to her that it is not

the right venue to distribute our information since it is more of a family event than for new business prospects.

ITEM #7 Update TonSha - EDC marketing brochure project, EDC.com website – EDC literature rack and EDC Mailing - Sharon Grodzicki

Sharon Grodzicki was present and stated that the small brochures have been printed and were delivered this evening. She stated that Mr. Szuch asked her to look into getting a professional literature rack to display the brochures in town hall. Sharon stated that she looked at what is in town hall now and there is space for the smaller brochures in the rack that is presently there. Mr. Szuch stated that he would rather have one nice complete literature rack to display ALL available information on the Town of Seymour for residents in one central location in town hall in the upper hallway. Sharon stated that while there is space in the wooden rack that is there, a table top rack could be purchased and this way the materials on the table could be put in the rack along with the EDC brochure. Mrs. Averill felt that this request should go to the Board of Selectmen. She agreed that it would be nice to have everything together in one place. Mr. Cass stated that if the Commission feels that it should be handled by the Board of Selectmen then the First Selectman should be informed of this idea. Mr. Szuch stated that he could e-mail the First Selectman and inform him about this and that the EDC would be willing to purchase the literature rack. Mrs. Averill suggested giving some of the brochures to the First Selectman and ask him to have them put on display in the upper foyer.

Sharon stated that she was unable to get an Excel list from the Seymour Tax Assessor's office but compiled the list of businesses to be sent letters but had a few questions regarding names and/or addresses. She asked Rosalie Averill and Marietta Sabetta to check these again and let her know so that the labels could be printed and the mailings prepared. Sharon stated that the letter going to the businesses regarding the EDC website has been prepared and reviewed by Chairman Jon Szuch. She stated that once the labels are done the letters will be printed, folded, stuffed and forwarded to Seymour town hall to be mailed out. Mrs. Averill felt that the names of the Commissioners should be added to the letter so that if someone wanted more information they would be able to have the contact information for the Commission members and could get in touch with one of them. Mr. Horbal felt that a disclaimer should be added that the Commission has the right to limit or refuse to take someone's information and post it on the website. The Commissioners discussed this and felt that it would be best to have it open to all businesses. Chairman Szuch felt that it should state "in the Town of Seymour only" for property listings. Mrs. Averill brought up the issue of a business with operations in multiple locations and if only the Seymour address should be listed. Sharon pointed out that once a form from a business is submitted it is not immediately posted on the website, but can be edited and then it is hand posted. In this way there is an opportunity to review the submission and make any necessary changes or revisions to it.

Sharon stated that she prepared a press release regarding this project and the work that has been done by the Commission on the brochure, pocket folders, updated dvd

on the town, tri-fold and the updated website. She stated that she has sent this out to many different Connecticut newspapers and media outlets. She stated that this was done with an individual e-mail to each one explaining the project. It was noted that the Valley Gazette and Valley Independent Sentinel have published nice articles about the Commission and its work on updating the various materials and the marketing campaign that they are doing.

Sharon stated that as far as the [www.SEYMOURED.com](http://www.SEYMOURED.com) website, she has received some information on available properties in Seymour and will be working on getting those posted on the website. She is working on an outline on how that should be listed. She stated that she will leave room to have photos of the properties added.

Sharon stated that the mailing should be done in the next few weeks. She will be working on the real estate section of the website as well as the news and events section. She stated that she will add some materials regarding public relations.

Mr. Szuch stated that when the director is hired that person will have all the tools needed to be effective in promoting Seymour and attracting new businesses to town.

ITEM #8 Update – Continue EDC discussion on EDC to consider making any recommendations of changes to Seymour P&Z for updated Town of Seymour Plan of Development for 2012

Commissioner Horbal stated that this has gotten more involved than he originally thought and he will need more time to get everything done. He stated that he has spoken with several different property owners and has received a lot of different ideas regarding the zoning of properties. He stated that he has also spoken with Bob Looker Seymour Town Planner and the Chairman of the Planning & Zoning Commission Alfred Yagovane and they would be happy to get the recommendations from this Commission on the Plan of Development update. Mr. Horbal felt that it would be important to get them to look at zoning from a business aspect. He stated that he would like to have them be a little more pro-active with zoning of commercial properties. He also felt that there has been a lot more activity and interest on different properties in town.

The Commissioners discussed the slow clean-up process now in its 9 month at the former Housatonic Wire factory on River Street and noted that there was nothing new going on with that or the recent building fire on Main Street in downtown Seymour.

Commissioner Averill stated that the EDC commission had written to the Board of Selectmen and Seymour WPCA encouraging the sewer expansion along Route 34. She felt that another letter should be sent requesting an update of this matter. Marietta Sabetta and Mike Horbal stated that they would work on drafting this letter.

The Commission also discussed the site of a recent fire at 82 Main Street and the need to have this property cleaned up. Marietta Sabetta felt that the First Selectman should be highly concerned about blighted properties in Seymour, in downtown especially with the upcoming Founder's Day celebration on June 5. Marietta Sabetta stated that she

will draft a letter regarding the property at 82 Main Street, the Housatonic Wire factory, the train trestle and wall in the downtown area to the First Selectmen and express the concerns that the EDC has regarding the deplorable condition of these properties. She will prepare the letter and forward to the members for their review and comment.

ITEM #9 - ED Director, Assistant's and/or EDC Chairman's Report.

Commissioner Holly stated that interviews have started for the position of ED Director. Mr. Szuch was concerned about what will happen with the ~\$48,000 of remaining monies that were encumbered in August 2010 for this position from the EDC and EDD budgets in the FY 2009-2010. It appears that no one may be hired in this fiscal year 2010-11 and the encumbered funds from 2009-10 may go back to the general fund and used for different purposes.

Mr. Holly noted that there was nothing new to report on Tri-Town Plaza. It was also noted that there has been nothing new on the possibility of Auto Zone coming to Seymour. Chairman Szuch stated that he would like to have Bill Paecht, Town of Seymour Zoning Enforcement Officer attend the June 7 EDC meeting and report on any business activity in town that he is aware of. Chairman Szuch also felt that the Commission should re-discuss the Derby Avenue Rehabilitation Project (DARP) concept at the June 7 meeting as was originally conceived back in 2005.

A motion to adjourn the meeting was made by Ted Holly, seconded by Joe Cass and carried unanimously (7-0).

The meeting was adjourned at 8:10 p.m. by Chairman Jon Szuch.

Respectfully submitted,

Maryanne DeTullio, Recording Secretary