

**Town of Seymour
Economic Development Commission**

**Minutes
Monday, February 7, 2011 – 7:00 PM
Flaherty Room – Seymour Town Hall**

Members present: Jon Szuch, Michael H. Horbal, Marietta Sabetta, Joe Cass, Rosalie Averill

ITEM #1 Call Meeting to Order

Meeting called to order at 7:07 pm - 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

There was no one present from the public.

ITEM #5 Approval of Prior Meeting Minutes

January 4, 2011 Regular Meeting AND January 20, 2011 Special EDC budget meeting. A motion to approve the minutes of the January 4, 2011 meeting was made by Rosalie Averill and seconded by Marietta Sabetta. The motion was carried unanimously (5-0). A motion to approve the minutes of the January 20, 2011 Special EDC budget meeting was made by Michael Horbal, seconded by Joe Cass and carried unanimously (5-0).

ITEM #6 Update TonSha Marketing brochure project – Sharon Grodzicki

Michael Horbal moved that this item be placed at the end of the agenda. The motion was seconded by Marietta Sabetta and carried unanimously (5-0).

ITEM #7 – continue discussion on EDC to consider making recommendations of changes for Plan of Development to Seymour P&Z.

Michael Horbal presented an outline of topics to review and discuss regarding recommendations that could be made to P&Z on the Plan of Development. These included the existing zoning regulations and permitted uses and area as well as setback requirements. The other topics included aesthetic code regulations and townwide goals. Mr. Horbal stated that he took the tax maps and is looking at large parcels in the town and what the zoning is for those parcels and created an extensive database comprising of 83 parcels thus far that are some of the largest in town in various C2, LI1, R40, R18 and RC3 zones. He asked the members to look at what he has prepared and give their input. He stated that he has also started contacting some of the landowners of the larger parcels for their input. Mr. Horbal felt that one of the areas that could be looked at is the existing regulations in the recreational/commercial zones and also aesthetic regulations/recommendations for

the downtown and historic area. He stated that another area that could be reviewed is the sign regulations to help promote business with less restrictive regulations.

Mrs. Averill asked if anything could be added to the information provided regarding wetlands and the availability of sewers and Mr. Horbal stated that something could be added regarding wetlands. The members agreed to review the materials presented and the item will be discussed again at the next meeting.

Rosalie Averill moved to hear Item #6 on the agenda. The motion was seconded by Marietta Sabetta and carried unanimously (5-0).

ITEM #6 Update TonSha Marketing brochure project – Sharon Grodzicki

Sharon Grodzicki, owner of TonSha Marketing stated that the new EDC Brochure Folder and all written copy thus far for the 10-12 page brochure itself was proof read and everything was checked over. She stated that a disclaimer has been added that the information is as of a certain date and is subject to change. She presented proofs of the brochure and 2-pocket folder with video and business card slots and stated that the video company (Video Production Associates of Shelton) that filmed the 2006 and 2011 EDC town videos provided the photographs that she used in the brochure. She stated that some of the telephone numbers and e-mail addresses still needed to be verified. Sharon Grodzicki felt that there should be a name for the brochure and the members agreed. It was decided that it will be entitled "Seymour Business Guide". The members felt that there should be some additional photos added of other principal businesses located in Seymour namely that of Thule and Caspari as well as pictures from the Pumpkin Festival that is widely attended. There was a discussion regarding the letter and whether it should be from the Chairman or the entire Commission and the members agreed that it should be from the Chairman. It was also decided that the map on Page 3 should be made clearer in high definition and the 6 CT state highway routes running through Seymour made larger and more defined for accuracy in reading.

Sharon Grodzicki stated that she looked at the www.seymouredc.org (also www.seymouredc.com) website and what could be done to enhance it as it has not been updated for 7 months or longer since for ED Assistant Nancy Onofrio resigned in July 2010. Sharon stated that there are a lot of redundancies on the site and it needs to be cleaned up. She provided an outline of changes to the website. She stated that when she was working with Nancy Onofrio, former EDC secretary/ED Assistant on this project that Nancy indicated that a lot of the information was on her computer to update but Mrs. Grodzicki has been having great difficulties obtaining that information from anyone in Seymour Town Hall. Rosalie Averill stated that she will contact the First Selectman about gaining access to the computer. Mrs. Grodzicki suggested adding a direct link to the EDC website from the Town website. She presented a budget for doing the major updating and cleanup of the town's EDC website work as there is no one full or part time as a paid town employee who is qualified to do it, which would be \$1000-\$1500 with an estimate of \$500.00 monthly for maintenance for April-June 2011.

Sharon Grodzicki stated that she spoke with the Seymour Tax Assessor's office and can obtain a listing of businesses in Seymour. She suggested doing a business mailing to them with an E-survey for 2011. The results of the E-survey would be placed onto the EDC website. She also stated that the results of the previous 2006 survey should be on the website as the 2008 currently is but has not been able to get the 2006 survey information. Marietta Sabetta stated that she will attempt to get the results.

Sharon Grodzicki presented a budget with a balance due of \$1050 for the pocket folder and brochure work. Rosalie Averill moved to authorize a purchase order in the amount of \$1050 to TonSha. The motion was seconded by Michael Horbal and carried unanimously (5-0).

Mrs. Grodzicki stated that she will make the changes that were discussed this evening and bring back the information to the March 1 EDC meeting.

A motion to adjourn the meeting was made by Ms. Sabetta, seconded by Mr. Cass and carried unanimously (5-0).

The meeting was adjourned at 8:50 p.m. by Chairman Jon Szuch.

Respectfully submitted,

Maryanne DeTullio, Recording Secretary