

**Town of Seymour
Economic Development Commission
Minutes
Tuesday, January 5, 2016 – 6:30 PM
Flaherty Room - Seymour Town Hall**

COPY RECEIVED
DATE: 1/7/16
TIME: 12:55 PM
TOWN CLERK'S OFFICE

Members presents: Jon Szuch, Marietta Sabetta, Rosalie Averill, Pat Lombardi, Kathleen Conroy-Cass and Christine Ailman. Also present Fred Messore, Economic Development Director.

ITEM #1 Call Meeting to Order

Meeting called to order at 6:35 p.m. by Chairman Jon Szuch.

ITEM #2 Pledge of Allegiance

Pledge of Allegiance led by Chairman Jon Szuch.

ITEM #3 Approval of Prior Meeting Minutes – December 1, 2015

Mrs. Averill moved to approve the minutes of the December 1, 2015 meeting. The motion was seconded by Ms. Sabetta and carried 4-0-1 with Mr. Lombardi and Mrs. Conroy-Cass abstaining.

ITEM #4 First Selectman Comment.

First Selectman Kurt Miller was not in attendance at the meeting.

ITEM #5 Economic Development Director Update

Mr. Messore presented his reports for December 2015 and the fourth quarter of 2015 (copies attached). He also presented photos of the proposed signs for parking lot P4 and P5. The P4 sign will be one sided and located at the curve at Wakeley and Deforest Streets. The P5 sign is two sided. Mr. Szuch asked why all the signs are not two sided. Mr. Messore explained that he and Mr. Lombardi looked at all the locations and the one at Lot 4 is set back far enough so it can be seen from all directions and it wasn't necessary to make it two sided. Mr. Lombardi stated that because of different problems at other locations the signs may be only one sided at those. Mr. Messore stated that he checked with Nu-Age and the installation fee is not included in the quoted price. He also stated that he did check with Public Works and they would be able to install them. The installation fee from Nu-Age would be \$175.00 per sign. Mrs. Averill felt that there are funds available for installation and it should be done by Nu-Age. Mr. Szuch felt that Mr. Messore could speak with Public Works to see if they are willing to take on this project. Mr. Messore stated that his concern is that Public Works may be busy with other projects and not be able to install the signs at this time. Mr. Lombardi moved that Nu-Age Designs install all five signs. The motion was seconded by Ms. Sabetta and carried unanimously (6-0).

Mr. Szuch stated that he thought that it would be a good idea to have a master sign showing all the parking areas and other landmarks in town. Mr. Messore stated that he did not disagree on something like that showing the landmarks and parking areas. Mr. Lombardi stated that there are a lot of signs already in the Route 67 and would need to be careful in that area with a master sign.

Mrs. Averill asked about the item in the report on the re-naming of Silvermine Industrial Park. Mr. Messore stated that he spoke with Atty. Stanek on this and whether it could be legally done.

ITEM #7 2017 Budget review and finalization

The members reviewed the proposed budget and Ms. Sabetta stated that if anyone had anything that they wanted to add to the proposed budget it should be done now. Mrs. Averill asked about Cultural and Arts handling the banners in the downtown area. Mr. Szuch stated that was handled by the Downtown Committee, which is now disbanded. He felt that the banners should be consistent throughout town and something that this Commission could take care of. Mrs. Averill stated that someone should check with Cultural & Arts to make sure that they are not proposing that in their budget. Mr. Szuch stated that he proposed additional critical signage in town. He felt that a lot of the signs need to be updated and replaced. He stated that this should be for the downtown area only. Mr. Lombardi stated that there is no maintenance done with the existing signs in town and some of them need to be updated in the downtown and railroad station areas. Ms. Sabetta stated that he looked at the CBIA website and there is a list of manufacturing companies there. She felt that it would be a good idea to sponsor an event and invite the companies to come to Seymour and have a presentation done about the town. She felt it would be a good way to attract new businesses. It was agreed to add a separate line item for \$7,500.00 to sponsor an event and have a presentation done on Seymour. After further review and discussion on the budget Ms. Sabetta moved to approve the total proposed budget of \$58,700.00. The motion was seconded by Mr. Lombardi and carried unanimously (6-0).

Ms. Sabetta stated that she found on the CERT website that they offer municipal economic training and stated that if anyone was interested in taking the training she will inquire about the costs and scheduling and report back on this.

ITEM #8 EDC Chairman's Report

Mr. Szuch stated that he had nothing new to report.

ITEM #10 Old Business - None

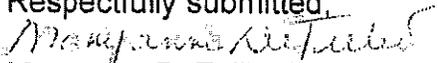
ITEM #11 – New Business - None

ITEM #12 – Correspondence – None

A motion to adjourn was made by Ms. Sabetta, seconded by Mrs. Averill and carried unanimously (6-0).

The meeting was adjourned at 8:30 p.m. by Chairman Jon Szuch.

Respectfully submitted,


Maryanne DeTullio, Recording Secretary

4th Quarterly Report 2015

Economic Development

9/30-12/31/15

Fred A. Messoro

Department Specific Update: no changes to staff

Budgetary Update: Budget is in good standing with levels consistent for year to date. New Items coming into funding are the Greenway Trail Phase 1 Design which the Board of Finance unanimously approved for resolution for Bonding Town's portion of Design Budget and twenty percent (20%) of Construction or \$325,000 towards a \$900,000 estimated overall project cost

Accomplishments /Recognition of Department or Members: Facilitated a public /private partnership on the design and installation of new "Welcome to Seymour" signs with the owner of Henny Penny, Jon Hendel

My office was successful in having the Board of Finance approve the Town's portion of funding for Design and Construction of the anticipated Phase 1 of Seymour Greenway Trail.

Review Goals for the Quarter: Three Goals for Quarter have progressed successfully.

Implemented Economic feasibility Study for Seymour Parcels including: (1) 15 Franklin St and 38 Rimmon Road (behind Stop & Shop) (2) 79-101 Bank St and 109 River St (Former Seymour Lumber and Housatonic Wire Site) and (3) 600-842 Derby Avenue (stretch of parcels) with CERC (Ct Economic Resource Center) should be completed in 1stQ of 2016

Downtown Parking Lot Signs for Lot 4 and 5 have been designed and should be installed in 1st Q 2016

Design and Construction funding was approved by the Board of Finance and Town Meeting. Bids should be ready to go out in 1st Q 2016



TOWN OF SEYMOUR

Seymour Economic Development

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www.seymouredc.com

Issue Resolution: Worked and presented with Rick Dunne (NVCOG) and Mike Joyce (Milone and MacBroom) to have BOF unanimously approve funding for town's portion of Phase 1 Greenway Trail Design and Construction

Worked with the First Selectman Office, Director of Operations, Public Works and Police Department to coordinate the tree trimming in Silvermine Industrial Park

Handled complaint from Steve Marti, resident who uses the EV Charging Station Unit that it was non operable and needed addressing. I contacted EVSE LLC who built unit to repair and replace faulty unit at no cost to Town of Seymour.

EDC has asked me to take over the project to install new signage Downtown for our Public Parking Lots. We will begin with Lots 4 and 5 since they require the least amount of review and application being they are located on Town Roads versus others that need State of CT DOT approval being located on State Roadways.

Look Ahead: Continue to Work with Joanna Rogalski, Planner from NVCOG and Planning and Zoning Department, to develop the Town of Seymour Plan of Conservation and Development.

Establish 3 Goals for the upcoming quarter:

1. Economic Feasibility Study developed with CERC for Seymour Parcels should be completed
2. Investigate the possibility of renaming the Silvermine Industrial Park to Silvermine Technology Campus
3. Send Bid out Phase 1 of the Seymour Greenway Trail and Linear Park with Milone & MacBroom



A Small Town for Big Business

EDC DEC 2015 REPORT

12/7 Attended ICSC, International Conference of Shopping Centers- Bigger, Better NOW event in New York

12/9 Spoke with Myya McGregory from CERC regarding confirming the changes to the Survey they are administering

12/9 Met with Adam Lieder, from "Out on the Limb Tree Service" to discuss schedule for tree trimming on Cogwheel and Silvermine Roads

12/14 Met with Bruce Richard regarding Parking Lot 4 and 5 signage locations and design. He will prepare cost estimates from our meeting

12/17 Spoke with Attorney Fred Stanek, regarding the possibility of renaming Silvermine Industrial Park to Silvermine Technology Campus

12/17 CT Main St informed our office we were not the recipient of this year's Preservation of Place grant for Art in Public Places

12/20 Valley Resident, Steve Marti, contacted me the EVCS (Electric Vehicle Charging Station) is out of order again

12/21 Contacted Dan Shanahan, from EVSE LLC, who is the vendor of the charging station they may need to come and repair unit but was able to reset from Electrical Panel and problem was resolved

12/22 Tree Trimming work was completed in Silvermine Industrial Park

12/23 Henny Penny installed a "Welcome to Seymour" and Go Wildcats at their expense

