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#### SEYMOUR ECONOMIC DEVELOPMENT COMMISSION

Regular Meeting Minutes March 5, 2019 Members Present: C. Aliman, K. Robinson (Alt.), M. Marcinek, C. BowenR.VanEgghen

Also Present: R. Burke

ITEM #1

The meeting was called to order at 6:35 p.m.

ITEM #2

All stood and recited the Pledge of Allegiance.

M. Marcinek moved to seat K. Robinson as a regular member. The motion was seconded by C. Bowen and carried unanimously.

ITEM 5 - CERC Discussion - Vote

M.Marcinek stated that he feels it could work but needs review and someone needs to be the liaison to the Board. He also stated that the direction and goals need to be determined. He stated that it would be important to know how to develop sites and how grants can be used. K. Robinson stated that tasks should be established that need to be done and there should be a project manager. Rory Burke stated that the usual practice is for a developer to make contact with the town and meet with someone how would have anything to do with the project. He stated that Jim Baldwin is now the contact person who oversees all land use processes. He stated that it would be good to develop a long term economic development plan for the town. M.Marcinek stated that we should be able to look at certain parcels and what the best development would be for them. It would be good to turn vacant properties into developable sites.

C. Bowen stated that the Board has been discussing this for a long time and a decision should be made. C. Bowen moved to begin the process of hiring CERC in the roll Economic Development Commission 2 February 5, 2019

want to develop their property. S. Colcord sated that they do a market analysis and feasibility study. She stated that it is important to do some goal setting and get an idea of what the town's priorities are. C. Bowen stated that this will be discussed again next month and he will be in contact with CERC. The motion was seconded by M. Marcinek who stated that they would be hired for 8 hours as a start and may require more. The motion was carried unanimously. R. Burke stated that he will review the contract that was send by CERC and then have the Board review it.

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C. Aliman stated that R. Burke will send the contract to the town attorney to review. M. Marcinek felt that some objectives need to be put together to present to them. There should be a list of open commercial properties and a land inventory, as well as a list of ongoing projects. He stated that the goals and objectives and unique challenges for certain areas should be set as well as the resources or lack of them . He also felt that they could be an advocate for existing businesses in town.

# Item #3 – Review of prior meeting minutes

C. Bowen moved to approve the minuets. The moiton was seconded by R. VanEgghen and carried unanimously.

### Item #6 – Public Comment

There was no one from the public wishing to speak.

# Item #7 – (a) Officer Discussion

C.Bowen moved to nominate R. VanEgghen as secretary. The motion was seconded by M. Marcinek and carried unanimously.

# Item #8 – Unfinished Business

M.Marcinek stated that a letter should be drafted for the First Selectman to send out to businesses asking how this Board can help them. The Board also discussed the signage for the industrial park.

A motion to adjourn was made by C.Bowen, seconded by M. Marcinek, and carried unanimously. The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Maryanne DeTullio, Rec. Secretary