To: Mark B. Walter, First Selectman; East Haddam Economic Development Commission
From: Peter Simmons

1. Business Development
   a. New England Propeller Services expansion:
      i. Certificate of Occupancy Inspection issued for new building
      ii. Re-starting Tax Incentive Agreement – provided documents to new town attorney
   b. Dutch Propane
      i. Continued Assistance with project financing
      ii. Town Tax Incentive Program Application on temporary hold pending potential program amendment

2. East Haddam Tax and Business Assistance Program
   a. Board of Selectman approved proposed changes at January 7th meeting
   b. Provided ordinance redraft to Town Attorney
   c. Anticipating feedback in February from Town Attorney

3. East Haddam Business Association meeting with Selectman
   a. Attended January 21, 2014 joint BOS/EHBA meeting
   b. Town Officials (land use, health district, etc.) will be present for questions
   c. Key Topics
      i. Means to improve communications between Town and Businesses
      ii. Tourism
      iii. Village Improvements
      iv. Improving timeframes and predictability of Town approvals

4. Shagbark
   a. Assisted in organizing Town Fire Marshal Re-inspection of building improvements
   b. Attended the January 13th P & Z meeting

5. East Haddam Village Revitalization
   a. Drafted Power Point Point-Paper on planning elements
   b. Researched Development Organization Structures
   c. Drafting Scope of Study for Master Planning (Town and Village)