

East Haddam Economic Development Commission
Regular Meeting Minutes
September 1, 2016

Attending: R. Casner; D. Bergeron; R. Parady; P. Rubenbauer; K. Staehly
Absent: J. Albuquerque; F. Weissbach
Guests: E. Blaschik; E. Lyman; R. Snow

Mr. Casner called the meeting to order at 7:00 p.m.

Minutes – The Commissioners reviewed the minutes from the June 16, 2016 meeting. It was noted the Mr. Bergeron seconded the motion to pursue appraisals for the Town Office Site, the small parcel adjacent to the Town Office Site owned by the Goodspeed Opera House and 19 Main Street.

MR. CASNER MADE A MOTION, SECONDED BY MS. RUBENBAUER, TO APPROVE THE MINUTES OF THE JUNE 16, 2016 REGULAR MEETING AS AMENDED. UNANIMOUS AYE.

OLD BUSINESS

Status Reports:

1. EDC Chairman Update

- i. EDC Coordinator Position - Mr. Casner suggested that the Commissioners consider supporting a 12-hour Economic Development Coordinator position be put in place until July 2017. He noted that, if they want to increase the Coordinator's hours to a 20-hour position, they would have to have the increased salary approved for the next budget. He stated that a shared EDC Coordinator position is still being considered by the towns of East Haddam and Haddam.

In response to a question raised by Mr. Bergeron, Mr. Casner agreed that it would be beneficial to hire a consulting firm to work on the Goodspeed Landing project; however, the Commissioners agreed that the Town still needs an EDC Coordinator to assist existing businesses.

Mr. Casner circulated a copy of the Coordinator's proposed job description and requested feedback from the Commissioners. He stated that once the job description is finalized, he will ask the Town to advertise for applicants.

- ii. Scenic Easement Application – Goodspeed Airport - Mr. Casner provided the background on this agenda item. He noted that if CT DEEP approves the application as submitted, it would preclude any future changes to the property. He stated that the Town has been negotiating with Mr. Mellon's attorney about modifying the language of the easement to allow for the use of space to perform future work required on the wastewater treatment plant and to specifically allow for public access to the property.

Mr. Lyman noted that while certain things, like public access, are not precluded in the language, they are not explicitly allowed. He advised that the Town would prefer to have explicit language in the easement allowing for the public's use of the property and for the use of space to do repairs on the wastewater treatment plant.

- iii. Update on Zoning Revisions for IG Zone – Mr. Casner reported that the Planning & Zoning Commission will hold a Public Hearing on September 13th to review its proposed zoning changes for the 4-Corners area. He advised that currently there are eleven zones and P&Z is proposing to reduce that to three zones.

- iv. Annual Report – Mr. Casner advised that he had submitted EDC's annual report to the Town.

- 2. First Selectmen's Report – Mr. Lyman reported that the Municipal Office Building Committee is moving forward with the plans to renovate the Old Middle School. He advised that the current completion date is projected to be December 19, 2017 but the Group hopes to push that date back to November 2017. He noted that when the Town offices move to the new facility the Town Office Site will be available for development.

Goodspeed Landing Committee – Mr. Casner confirmed that development of the site is EDC's primary charge for the upcoming year and reviewed the work the Commission has done, to date, toward that goal. He agreed to start to

compile information to propose an RFP on the Master Plan for the Goodspeed Landing area for EDC's October meeting.

Mr. Lyman reported that a traffic study is being done on Lumberyard Road for the purpose of improved access to that area.

There was a general discussion regarding the removal and clean-up of the garage on the site.

3. Agriculture Committee – Mr. Casner reported that the Planning and Zoning Commission had drafted an Intensive Farming ordinance; however, after the Agriculture Commissioners reviewed it, they expressed some concerns and P&Z agreed to put the project on hold until the Ag Commission can provide its feedback.
4. Tourism Committee –
 - i. Events Magazine/East Haddam News – Ad Support – Mr. Staehly reviewed his proposal and cost comparison for advertising in the Events Magazine, INK, and/or the East Haddam Newspaper. Mr. Casner agreed to email Mr. Staehly's proposal to the Commissioners for their review.
 - ii. Spring/Fall Weekends – Mr. Casner reviewed the plans for the Fall Weekend and noted that events are scheduled for October 1 & 2.

NEW BUSINESS

1. Mail Received – Mr. Casner advised that the only mail the Commission received was a bill for the new design of the Visitor's Guide.
2. Discuss applications for membership – Mr. Casner noted that there are several vacancies on the Commission and that EDC had received several applications. He introduced Mr. Snow who reviewed his business experience and his interest in volunteering on EDC. Mr. Casner advised that Susan Smith, the Events Magazine rep, had also submitted an application and agreed to invite her to their next meeting.
3. Essex Bank presentation – Mr. Casner reported that he had met with a representative of Essex Bank to discuss financing available to small businesses in the area. He noted that he will invite them to the next EDC meeting to provide a presentation.
4. Pay Bills – Mr. Casner called the Commissioners' attention to a bill received from Quicksilver, in the amount of \$60.00, for the new layout of the Visitor's Guide.

MR. PARADY MADE A MOTION, SECONDED BY MS. RUBENBAUER, TO APPROVE PAYMENT OF \$60.00 TO QUICKSILVER COMMUNICATION FOR THE DESIGN OF THE NEW LAYOUT OF THE EAST HADDAM VISITOR'S GUIDE. UNANIMOUS AYE.

PUBLIC COMMENT

Mr. Snow reiterated his interest in working on the EDC.

OTHER, EDC ORDINANCE REVISION

Mr. Casner distributed copies of an email from David Carpenter proposing changes to the Town's bidding ordinance. He asked the Commissioners to review Mr. Carpenter's proposal for discussion at the next EDC meeting.

Mr. Casner reported that he met with representatives of Fox Hopyard Golf Course who expressed an interest in taking advantage of the Town's tax abatement program for an upcoming project

THERE BEING NO ADDITIONAL BUSINESS TO DISCUSS, MR. PARADY MADE A MOTION, SECONDED BY MS. RUBENBAUER, TO ADJOURN THE MEETING. UNANIMOUS AYE.

The regular meeting adjourned at 8:56 p.m.

Respectfully submitted,
/s/ Sharon R. Wheeler
Recording Secretary