

East Haddam Economic Development Commission
Regular Meeting Minutes
November 1, 2018

Attending: D. Bergeron; R. Casner; I. Haines; R. Parady; S. Smith

Absent: J. Albuquerque; J. Fennema; F. Weissbach

Guests: E. Lyman, D. Mathiasen

- I. Call To Order - Mr. Casner called the meeting to order at 7:05 pm.

MS. SMITH MADE A MOTION, SECONDED BY MR. PARADY, TO AMEND THE AGENDA TO INCLUDE, UNDER NEW BUSINESS, A DISCUSSION OF THE COMMISSION'S 2019 MEETING SCHEDULE. UNANIMOUS AYE.

- II. Attendance – Attendance at the meeting was taken.

- III. Approval of Minutes – Special meeting of 10/25/18 – The Commissioners reviewed the minutes of the special meeting of October 25, 2018.

MOTION MADE BY MS. SMITH, SECONDED BY MR. BERGERON, TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF OCTOBER 25, 2018 AS WRITTEN. UNANIMOUS AYE.

- IV. Old Business

A. Status Reports

1. EDC Chairman Update

Mr. Casner reported that the Business Expo went well and that there were several vendors from the state and banks. He noted that the East Haddam Business Association (EHBA) did a very professional job of setting up the Expo.

Ms. Smith reported that the EHBA would like to hold the Expo every 2-3 years and do mini-workshops more frequently. She stated that the Association is also considering inviting Haddam and possibly other surrounding towns to participate in the Expos making them a regional event.

Mr. Casner stated that he has spoken with the new Chairperson of Haddam's EDC and noted that they agreed to schedule a joint meeting in the near future.

- a) EDC Administrator Position – Mr. Casner advised that he will schedule time for the sub-committee to meet with Mr. Lyman to review the applications for this position.
- b) Goodspeed Landing – Old Town Office Site – Mr. Casner asked First Selectmen Lyman to update the Commissioners on the status of this agenda item.

Mr. Lyman reported that the East Haddam Village Revitalization Committee (EHVRC) had joined the Main Street Group. He noted that the Group has worked on a number of CT downtown revitalization projects and it is expected that they will make additional developers aware of the opportunity in East Haddam. He further advised that the Town has applied for a \$200,000.00 Brownfield grant from the state. He stated that he expects the Town will have an answer on its grant application by December and that he is optimistic that it will be approved.

Mr. Lyman advised that the EHVRC is finalizing the RFP for the project.

2. First Selectman Update

Mr. Lyman reiterated that the Middlesex County Revitalization Commission (MCRC) has \$400,000.00 available for business loans. Several of the Commissioners stated that they had informed a number of businesses of this opportunity; however, Mr. Lyman noted that MCRC has not received any applications.

Mr. Lyman reported that the final estimate for repairs to the damage caused by the September 25-26 storm is \$3.7M. He reviewed several of the sites that experienced significant damage.

3. Goodspeed Landing Committee – This agenda item was discussed earlier in the meeting and is reported on in the above minutes.

4. Tourism Committee

a) Fall Weekend – Ms. Smith advised that she has not yet received a bill for printed materials from Julia Balfour. The Commissioners identified the participants and supporters of this event to whom they will send thank you notes.

Ms. Haines reported that planning for the Holiday Doors events is underway. She advised that she had met with Ms. Balfour who confirmed her organization will participate in the event; however, due to a busy end-of-year workload, will not be able to provide any marketing support.

Ms. Haines reviewed the list of Moodus and Village events scheduled for December 1 and 8 respectively. She stated that they are also planning a New Year's Day hike. She advised that she has received \$200.00 in donations for pole wreaths and is looking into a corporate sponsor for the carriage rides in the Village the night of December 8th. Mr. Casner stated he would deposit the donation into a special revenues fund in the EDC budget.

Ms. Haines stated that she would like to print fliers for the Holiday Doors events and Ms. Smith noted that a new supply of Tourism Guides will need to be printed to finish out the year. Mr. Casner stated that he will advise them of EDC's available funds after all the bills for the Fall Weekend are received.

B. Possible Expansion of Industrial Area in IG Zone

Mr. Casner stated that Shagbark's request to expand the industrial area at its location was discussed at a recent Planning & Zoning and the Commissioners are planning a field walk at the site on November 4th. He noted that an expansion of the industrial area to accommodate new industrial rental space would be good for the grand list.

C. Possibility of Creating a Business District in 4-Corners Town St. Area South

Mr. Casner reported that this issue was raised at the recent public meeting regarding updates to the Town's Plan of Conservation and Development and noted that there was some opposition to expanding any business areas outside of Moodus and the Village locations.

D. Chatham Health – Mr. Casner reported that EDC's recommendation letter regarding the Town's contract with Chatham Health District was given to the Board of Selectmen, Board of Finance, and the Land Use Department. He advised that a special joint EDC/BOS meeting is being scheduled for November 8th to discuss the issue.

E. Plan of Conservation & Development

Ms. Smith stated that the Town's consultants, Milone & MacBroom, did a very good job facilitating the recent public meeting for input on the Town's Plan of Conservation & Development. She distributed copies of a work-board from the event, with comments added by the public, purposed for generating ideas on how to grow the Town's grand list. She noted that the main topics of concern for the public in attendance were conservation, beautification, and roads. There was a general discussion regarding the PILOT contributions received by the Town.

Mr. Casner stated that the Planning & Zoning Commission would like EDC's input on revisions to the current document by December 1st and he recommended that the EDC Commissioners review the EDC section of the current Plan of Conservation and Development.

V. New Business

A. Vision/Mission Statement – The Commissioners agreed to remove this item from the agenda until the 1st quarter of 2019.

B. Business of the Month – December – Nomination/Vote – The Commissioners discussed the current list of potential Business of the Month nominees and brainstormed additional names to add to the list. Ms. Smith noted that the Business of the Month program has been in effect for 6 months and there was a general discussion regarding the success of the program.

MOTION MADE BY MR. CASNER, SECONDED BY MS. HAINES TO RECOGNIZE DUTCH OIL AND PROPANE AS EDC'S DECEMBER BUSINESS OF THE MONTH. UNANIMOUS AYE.

Ms. Smith advised that she had received one bid for a business welcome banner; however, she felt it was high and she stated she will get additional bids.

C. Pay Bills – There was one bill discussed at the meeting.

MOTION MADE BY MR. BERGERON, SECONDED BY MS. SMITH, TO APPROVE AN EXPENDITURE OF **\$500.00, PAYABLE TO STAPLES**, FOR PRINTING FLIERS FOR THE 2019 FALL WEEKEND. UNANIMOUS AYE.

D. 2019 EDC Meeting Calendar

Mr. Casner called the Commissioners' attention to the proposed 2019 EDC meeting calendar. He noted that the meetings will continue to be held on the first Thursday of each month at 7:00 p.m.; however, the meetings for July and September 2019 and January 2020 will be held on the second Thursday of the month due to holiday conflicts.

MOTION WAS MADE BY MS. SMITH, SECONDED BY MS. HAINES TO APPROVE THE LIST OF 2019 AND JANUARY 2020 ECONOMIC DEVELOPMENT COMMISSION MEETINGS AS PRESENTED. UNANIMOUS AYE.

VI. Public Comment – Ms. Mathiasen reported that she had recently attended a strategic marketing session hosted by the CT Department of Tourism. She advised that the state has refunded the Central Regional Tourism District and distributed a list of contacts for EDC's use. She recommended inviting Rosemary Bove from the state's Department of Tourism for a site visit to East Haddam.

In response a request from Mr. Casner, Ms. Mathiasen agreed to keep him updated as to how the funds for the Central Regional Tourism District are being spent.

VII. Adjournment

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

The meeting adjourned at 8:52 pm.

Respectfully Submitted,
Sharon Wheeler