

**East Haddam Economic Development Commission
Regular Meeting Minutes
December 5, 2019**

Attending: R. Casner; J. Fennema; R. Parady; M. Robidoux

Absent: J. Albuquerque; D. Bergeron; J. Stone

Guests: S. Wheeler

1. Call to Order - Mr. Casner called the meeting to order at 7:04 p.m.
2. Attendance – Attendance was noted.
3. Approval of Minutes

Regular Meeting – November 7, 2019

The Commissioners reviewed the minutes of the Regular Meeting of November 7, 2019.

MOTION MADE BY MR. ROBIDOUX, SECONDED BY MR. PARADY, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 7, 2019 AS WRITTEN. UNANIMOUS AYE.

4. Old Business

A. Status Reports

1. EDC Chairman Update

- a. Goodspeed Landing – Mr. Casner advised that the Village Revitalization Committee will have a public meeting on January 9, 2020. He stated that the purpose of the meeting is to have a preliminary discussion with the applicant regarding their plans for the Old Town Office site.
- b. River Valley Five Town EDC – Mr. Casner reported that the group met recently and mainly discussed tourism topics. Mr. Robidoux advised that he had extended an invitation to the group's meetings to the East Haddam Business Association members.
- c. Moodus Center – Mr. Casner reported that the Chairman of the Planning & Zoning Commission had reached out to him and suggested P&Z, EDC and the Board of Selectmen form a sub-committee to investigate and recommend ways to improve Moodus center and make it more attractive to potential businesses. Mr. Casner solicited volunteers for the sub-committee.

2. First Selectman Update

Mr. Smith provided the Commissioners with an update on several on-going Public Works projects. He also noted holiday events occurring at Gillette Castle and in the Village.

Mr. Smith advised that he had received the final design for the replacement of the Shady Brook bridge. He noted that the work has been planned as an Accelerated Bridge Construction (ABC) project; however, that section of Plains Road will be closed to traffic for approximately one month and a short detour will be implemented.

3. Economic Development Administrator Report – Irene Haines

a. Tax Incentive Program – This agenda item was postponed.

4. Tourism Committee – Mike Robidoux

a. Business Expo – In response to an inquiry from Mr. Robidoux, Mr. Casner confirmed that the invoice for EDC's \$125.00 donation to the Business Association for the Business Expo printing costs had been submitted for payment.

Mr. Robidoux also reported the following:

- He reiterated that, for a cost of \$500.00, eXact Digitalmedia will include municipalities in their planned CT Shoreline tourism website. There was a brief discussion regarding the website and Mr. Smith advised that WOW (Wander our Watershed) is another on-line site where Town businesses can include a link to their establishments.
- He recommended increasing print quantities of the tourism brochure to cover the recently re-opened CT Welcome Centers.
- He circulated a copy of Shore Publishing's holiday magazine and suggested EDC consider purchasing an ad in future editions. He noted that the magazine is published seasonally.

5. EDC/PZC Sub-Committee

a. New Business District on Lower Town Street (Rt. 82) – Mr. Casner distributed a copy of Milone & MacBroom's proposal/quote for developing a master plan for the Town Street District. He noted the proposed fee is \$7,350.00. The Commissioners briefly discussed the proposal and Mr. Fennema stated that he would like clarification on some of the listed deliverables. Mr. Casner stated that Milone & MacBroom had provided additional documentation and he will provide all of the members of the sub-committee with a copy.

The Commissioners agreed to review the proposal and additional documentation for discussion at their next meeting. Mr. Casner offered to invite Michael Zuba, Director of Planning at Milone & MacBroom, to an upcoming EDC meeting to respond to questions from the Commissioners. Mr. Smith recommended Mr. Zuba participate in a joint meeting of EDC and P&Z concerning his proposal.

B. Proposed expansion of the industrial area in the IG zone – There was no new update on this agenda item.

5. New Business

A. Review costs of Route 82 South for Board of Finance approval – Discussion regarding this agenda item was held earlier in the meeting and is covered in the minutes above.

B. Review/Vote on EDC 2020 meeting schedule – Mr. Casner distributed a list of proposed meeting dates for 2020 which the Commissioners reviewed.

MOTION MADE BY MR. CASNER, SECONDED BY MR. ROBIDOUX, TO APPROVE THE FOLLOWING DATES AS THE MEETING SCHEDULE FOR THE ECONOMIC DEVELOPMENT COMMISSION FOR THE 2020 CALENDAR YEAR: JANUARY 2, FEBRUARY 6, MARCH 5, APRIL 2, MAY 7, JUNE 4, JULY 2, AUGUST 6, SEPTEMBER 3, OCTOBER 1, NOVEMBER 5, AND DECEMBER 3. ALL MEETINGS WILL BE HELD AT 7:00 P.M. IN THE MUNICIPAL OFFICE COMPLEX, MEETING ROOM 1. UNANIMOUS AYE.

C. Business of the Month – Nominations and Vote – Mr. Casner noted that, at their last meeting, the Commissioners had voted Curtin Construction as January 2020 Business of the Month.

Mr. Robidoux reiterated that SCORE had expressed an interest in hosting seminars at the Town's Municipal Office Facilities. Mr. Casner agreed to reach out to the SCORE coordinator.

6. Public Comment

There was no public comment discussed at the meeting

7. Adjournment

THERE BEING NO ADDITIONAL BUSINESS TO DISCUSS, A MOTION WAS MADE BY MR. ROBIDOUX, SECONDED BY MR. PARADY, TO ADJOURN THE ECONOMIC DEVELOPMENT MEETING. UNANIMOUS AYE.

The meeting adjourned at 8:19 pm.

Recorded

Respectfully Submitted,
Sharon Wheeler