

**Economic Development & Improvement Commission**  
**Regular Meeting – Thursday February 12, 2009 – 12:00 Noon**  
Town Manager’s Conference Room, First Floor, Town Hall  
**MINUTES**

**1. Call To Order**

**2. Attendance and Quorum (6 members required)**

Members in attendance: Chair Howard Greenblatt, Betty Standish, Rick Willard, Bill Knapp, John Adamian, Dorcas McHugh, Betty Rosania, Joan Hughes and Ken Rizzio.

Members absent: Ben Bare, Chris Lyons, Doug Sacks, Brian Silver and Chris Monroe.

Also in attendance: Matt Forrest – Town Council Liaison; Phil Knecht – Planning and Zoning Commission Liaison; Peter Gillespie – Economic Development Manager/Town Planner and Denise Bradley – Assistant Planner.

**3. Old Business**

- a. Strategic Plan Update – Goals, Objectives and Strategies 2008 – 2013 – Peter Gillespie reported that work on the plan is continuing and that a draft version should be available for review at the next meeting. A brief discussion then ensued regarding the need to devote at least one meeting to this matter.
- b. Status Report - Church Street/SDH Streetscape Project – STEAP Application – Peter Gillespie noted that the Town is pursuing different avenues of funding to complete the approximately \$700,000 of work that remains. He added that this was included in the Federal Economic Stimulus Package as one of the Town’s “shovel ready” projects.
- c. Preserve America – Peter Gillespie reported that the group is working to prioritize the recommendations from the Old Wethersfield Master Plan and to pursue implementation. Mr. Gillespie noted that an environmental graphic designer will be retained to work on the design specifications as well as the placement and content of the wayfinding signage program. There is currently \$90,000 to commence the program and the Town is looking for additional funding sources to complete the entire project. Mr. Gillespie also discussed putting an RFP out in March and before the Town Council in April for recommendations.
- d. Horse and Carriage Rides – Peter Gillespie reported that the program is on hold pending additional funding as the grant money has been exhausted.
- e. Farmer’s Market – Betty Rosania reported on the February 11, 2009 meeting. She then discussed the proposed details and schedule noting that the event will be held every Thursday from 3 – 6:00 p.m. at the Keeney beginning May 28 – October 22.

**4. New Business**

- a. Budget 2009/2010 – Peter Gillespie reported that a 0% budget was submitted as discussed at the last meeting. He noted that they are now waiting for the Town Manager’s review of the request. The budget

hearing will be held on the 3<sup>rd</sup> Monday in April. A brief discussion ensued regarding placing this item on the next agenda to coordinate a response.

b. Business Visitation Program – Peter Gillespie reported that he had received some completed visitation forms and asked the EDIC members to continue to complete a few a month. He noted he would redistribute the list of businesses that have yet to be visited.

c. Façade Improvement Program – Peter Gillespie detailed the submission of two new loan applications from Harvey Sprung for properties located at 974-976 Silas Deane Highway (Mila Fabric/New England Patio & Hearth) and 982-990 Silas Deane Highway (Former Absolute Mortgage Lenders). Mr. Gillespie noted that he is waiting to hear a response from the State Office of Policy and Management regarding transferring funds to make additional funds available for all businesses.

d. Tax Incentive Request – 291 Ridge Road LLC – Assisted Living Facility – Peter Gillespie reported that the applicant has indicated that he would like the terms of the loan and the inclusion of the personal property to be reconsidered. A brief discussion ensued and Dorcas McHugh made a motion to forward a positive referral and to leave the final negotiation of terms to the Town Council.

e. Façade Application – 974- 976 Silas Deane Highway – Denise Bradley noted that the Design Review Advisory Committee had approved the proposed façade improvements as submitted at their January 21, 2009 meeting. Ken Rizzio made a motion to support the loan request and to commit to it when funding becomes available. John Adamian seconded the motion and all voted in favor.

f. Façade Application – 982 -990 Silas Deane Highway - Denise Bradley noted that the Design Review Advisory Committee had approved the proposed façade improvements as submitted at their January 21, 2009 meeting. Ken Rizzio made a motion to support the loan request and to commit to it when funding becomes available. John Adamian seconded the motion and all voted in favor.

## 5. Reports -

Town Manager's Report – No report was given.

Town Council Liaison's Report – No report was given.

Planning & Zoning Commission Liaison's Report – No report was given.

Tourism Commission Liaison's Report – Dorcas McHugh reported on the highlights of the January 27<sup>th</sup> meeting.

Redevelopment Agency Liaison Report – Ken Rizzio noted that he would no longer be able to attend the meetings. John Adamian noted that he would be interested in attending.

Chamber of Commerce Liaison's Report – No report was given.

Director of Planning and Economic Development's Report – Peter Gillespie reported on the highlights of the January report.

## 6. Chairman's Report – No report was given.

## 7. Sub-Committee Reports -

Marketing and Communications – No report was given.

Financial Strategies – No report was given.

**8.** Minutes- January 8, 2009 Meeting – Bill Knapp made a motion to accept the minutes as submitted. John Adamian seconded the motion and all voted in favor.

**9.** Next Meeting – March 12, 2009

**10.** Correspondence

a. Monthly Report

**11.** Adjournment – Bill Knapp made a motion to adjourn the meeting at 1:35 p.m. Betty Rosania seconded the motion and all voted in favor.

Respectfully submitted,

Denise Bradley, Assistant Planner