

Town of Wethersfield
Economic Development & Improvement Commission
Regular Meeting
Thursday, March 15, 2007 - 12:00 Noon
Town Manager's Conference Room, Town Hall
MINUTES

1. Call To Order - Acting Chairman Howard Greenblatt called the meeting to order at 12:00 p.m.
2. Attendance and Quorum (6 members required)

Members in attendance: Howard Greenblatt, Adam Jeamel, Bill Knapp, Chris Lyons, Joe Cornelio, Doug Sacks, Joan Hughes, Ralph Keleher, Tony Homicki and Chris Monroe.

Members absent: Frank Frago, Betty Rosania, Paul Montinieri, Brian Silver and Ken Rizzio.

Also in attendance: Andy Adil - Mayor, Phil Knecht - Planning and Zoning Commission Liaison, Peter Gillespie - Director of Planning and Economic Development and Denise Bradley - Assistant Planner.

3. Old Business

- a. Status Church Street/SDH Streetscape Project - Peter Gillespie reported that comments from the Department of Transportation on the Concept Phase Plans submitted by DeCarlo & Doll have not yet been received. He also noted that the bus shelter project is moving forward and will be presented to the Planning & Zoning Commission at their March 20th meeting.
- b. Marketing and PRPlan - Keiler - Peter Gillespie noted that the Marketing & Communications Sub-Committee reviewed the documents at their meeting last week and provided comments and concerns.
- c. Website Update Status - Peter Gillespie reported that the update is not moving as fast as was originally anticipated and noted that the Data Services Department has asked that Keiler provide an estimated cost for completing the update themselves. The Town Manager is to support this with her budget.
- d. Review of 2001 Economic Development Strategic Plan - Peter Gillespie noted that he had not had a chance to revise the plan but that he will have it ready for the next sub-committee meeting.

4. New Business

- a. Comstock Ferre and Company - Tom Cocomo, of CP Equity Holding LLC, made a presentation to the EDIC discussing his proposal seeking a special permit to renovate existing structures, construct an additional building, convert property into a mixed retail, office and residential development and associated site improvements at 249-263 Main Street. A discussion ensued regarding the applicant's process through the Historic District Commission (HDC) and the Planning & Zoning Commission (PZC) and the potential benefit of forwarding a positive referral to the land use boards and having EDIC representation at the hearings to show support for the proposal. Doug Sacks made a motion to forward a positive referral to the HDC. Ralph Keleher seconded the motion and all voted in favor.
- b. Preserve America - Status - Peter Gillespie reported that a public meeting will take place on Wednesday, March 21 at 7:00 p.m. at the Keeney Center.
- c. Redevelopment Agency - Peter Gillespie reported that the Agency has prioritized a list of the top five properties and will be making a presentation to council in April or May to discuss potential financial impacts.
- d. Business Visitation Program - Peter Gillespie distributed a list of new business starts over the last three years and asked for volunteers to sign up. The results will then be distributed to the volunteers.

- e. Budget 2007/2008 - Peter Gillespie reported that the budget process is closer to completion and noted that while cuts to the EDIC budget have been made, the overall outlook is supportive of the budget request.
 - f. March Breakfast Meeting - The March Breakfast Meeting would be held on the 29th from 8-9:30 a.m. at the Wethersfield Country Club and that the topic will be the Top 25 Taxpayers.
 - g. Meeting with Tourism District Staff - Peter Gillespie reported on the success of the meeting. He noted that the Tourism District Staff suggested setting up a meeting with the Civic Center staff.
5. Reports of the Town Manager -
- a. Town Manager's Report - No report was presented.
 - b. Town Council Liaison's Report - Andy Adil reported on the budget process and noted that the Town Council is in support of the EDIC budget proposal. Mr. Adil also noted that discussions have taken place which involved the incorporation of a new post office into the Town Center Redevelopment project.
 - c. Planning & Zoning Commission Liason's Report - Phil Knecht reported on the highlights of the March 6, 2007 meeting.
 - d. Tourism Commission Liason's Report - No report was presented.
 - e. Director of Planning and Economic Development's Report - Peter Gillespie reported on the highlights of the Monthly Economic Development Report.
6. Chairman's Report - Howard Greenblatt noted the importance in further developing strategies and pursuing new initiatives for marketing the town's image. He also discussed the need to compile a list of properties with available space for convention events and day trip itineraries.
7. Sub-Committee Reports -
- a. Financial Strategies - Peter Gillespie reported that a new mail out will be distributed to the businesses re-advertising the grant programs.
8. Minutes- Approval of February 2007 meeting minutes - Howard Greenblatt noted that on page 3, the record for item #6 was not finished. Chris Lyons made a motion to approve [the minutes of the February 8, 2007 meeting](#) as amended. Joan Hughes seconded the motion and all voted in favor.
9. Next Meeting - April 12, 2007
10. Correspondence
11. Adjournment - Ralph Keleher made a motion to adjourn at 1:35 p.m. Joe Cornelio seconded the motion and all voted in favor.

Respectfully submitted,

Denise Bradley, Assistant Planner