

[NOTE: These minutes are made available to the public prior to Economic Development and Improvement Commission acceptance.]

Economic Development & Improvement Commission
Regular Meeting
Thursday July 14, 2005 - 4:00 p.m.
Town Manager's Conference Room, Town Hall
Minutes

1. Call To Order - Chair Rosania called the meeting to order at 4:00 p.m.
2. Attendance - Members in attendance: Chair Betty Rosania, Joe Cornelio, Howard Greenblatt, John Breglio, Ralph Keleher, Frank Frago, Doug Sacks, Ken Rizzio, Joan Hughes, Paul Montinieri, Chris Lyons.

Also in attendance: Carmela Moore, Chamber of commerce, Phil Knecht, Planning and Zoning Commission, Bonnie Therrien - Town Manager, Peter Gillespie - Economic Development Manager/Town Planner, Denise Bradley - Assistant Planner, Julie Montinieri - Town Council.

3. Election of Officers 2005/2006

Chair Rosania requested tabling this item until later in the meeting, Frank Frago motioned to table the election of officers to a later point in the meeting, Joe Cornelio seconded the motion and the vote showed all members in favor.

4. Old Business

- a. Business Survey - Frank Frago reported that there will not be a formal survey this year and he has mentioned this at the Chamber of Commerce meeting. Mr. Frago stated that in lieu of the survey the Committee will look to follow up on some of the issues raised by the survey respondents last year and progress will be reported at the Salute To Business.
- b. Real Estate Breakfast - John Breglio stated that 4 breakfast events have been held so far and another will be held in late July or early August. Mr. Breglio requested topics from the Commission members and it was suggested that an event for new businesses might be a good idea.

Julie Montinieri noted that Cindy Jacobs was working on a residential real estate brochure and she will follow up on its progress.

- c. Loan Program - Ken Rizzio reported that 2 loan requests had been received for a total of about \$20,000 out of the total money available \$40,000. Mr. Rizzio requested some guidance as to the final decision makers on the loan program. Ms. Therrien suggested that the Finance Committee should review the proposals and the final say should rest with the EDIC. A brief discussion ensued regarding the appropriate timeframes on the loan applications. Mr. Frago motioned that the Finance Committee should review all of the detailed loan applications and recommend to EDIC the final selections, Ralph Keleher seconded the motion and the vote showed all members in favor.

Chair Rosania expressed her opinion that the limited funds should be spread around in different business areas in Town. Mr. Gillespie was directed to contact all of the potential applicants and suggest that they should file their request within the next 2 weeks.

- d. Fam Tour - Paul Montinieri reported that he had met with representatives from Destination Connecticut who have agreed to provide some additional services such as additional contacts and the preparation of articles. Mr. Montinieri noted that attendance was very good for an event like this.

5. New Business

- a. RFP Marketing Assistance - Chris Lyons reported that the Tourism Commission has been working closely with the Marketing Committee and have agreed on the need for some technical assistance on a number of fronts. Mr. Lyons reported that the Town has been using a number of different firms and it is time to collaborate and coordinate on a consistent message. Mr. Lyons stated that they will be soliciting for one firm to help with things like PR, design, printing, media relations, news articles etc and an RFP will be sent out in the near future. Chair Rosania stated that it was important to work with the Historical Society
 - b. Budget - Peter Gillespie reported that this year's budget has been set at \$43,766 of which about \$12,500 is for the Tourism Commission.
6. Election of Officers 2005-2006
- a. Chairman - Joe Cornelio motioned to nominate and elect Betty Rosania as EDIC Chair for 2005/2006, Chris Lyons seconded and the vote showed all in favor.
 - b. Vice Chair - Frank Frago motioned to nominate and elect Tom Grottke as Vice Chair, Bonnie Therrien stated that Tom Grottke may not have the time to serve as Vice Chair, Frank Frago with drew his nomination.
- Betty Rosania Motioned to nominate and elect Chris Lyons as Vice Chair of EDIC for 2005/2006, Doug Sacks seconded the motion and the vote showed all in favor
- c. Secretary - Chris Lyons motioned to nominate and elect Ken Rizzio as Secretary of EDIC for 2005/2006, Betty Rosania seconded the motion and the vote showed all in favor.
7. Chairman's Report
- a. Chair Rosania reported that she had been contacted by residents opposed to the Dunkin Donut's at the Suny's site on the Silas Deane Highway.
 - b. Chair Rosania reported that Don Unwin will be resigning from the Commission.
 - c. The next meeting will be held on August 11 and their was concensus that the meeting start time would return to 12 noon.
8. Sub Committee Reports
- a. Marketing - Chris Lyons reported that it would be in the interest of the Committee to pursue the development of a Farmer's Market in cooperation with Rocky Hill.
 - b. Finance - Peter Gillespie distributed a draft of the Tax Incentive brochure and asked members to review and get comments back to him.
 - c. Development - Peter Gillespie reported that a bus tour is in the planning stages and he will notify all when the date and time is set. A meeting will be held with Fuss and O'Neill shortly on the possible development sites.
9. Town Manager's Report - Town Manager Therrien reported on the following:
- a. After Labor Day a meeting with all of the Farmers in Town will be held to discuss farmland preservation.
 - b. Waiting for Historical Society approval before marketing begins for the Olsen House property.
 - c. The Police Department has been setting up the speed counts on Main Street in front of the Creamery and has set up warning signs near the crosswalks.
 - d. The property maintenance code citations have been sent out and 34 properties have been cited so far.
10. Minutes- Approval of [June 2005 meeting minutes](#) - Frank Frago motioned to approve the minutes, seconded by Howard Greenblatt, all voted in favor.
11. Correspondence
- a. Monthly Economic Development Report, June 2005 was briefly reviewed by Peter Gillespie.
12. Adjournment - Chair Rosania adjourned the meeting at 5:22 p.m.

Respectfully Submitted

Peter D. Gillespie
Economic Development Manager/Town Planner