

**Town of Wethersfield**  
**Economic Development and Improvement Commission**  
**Meeting Minutes**  
**November 11, 2004**

Members Present

Chair, Betty Rosania, Joe Cornelio, Frank Frago, Chris Lyons, Cindy Jacobs, Ken Rizzio, Vice Chair, Tom Grottke, Joan Hughes, Doug Sacks, John Breglio, Don Unwin, Paul Montinieri, Howard Greenblatt. Also present were, Bonnie Therrien, Peter Gillespie, Phil Knecht, Julie Montinieri and Bill Donahue.

The meeting was called to order at 12:02 PM by Chairperson Betty Rosania.

Minutes

The [minutes of the October meeting](#) were reviewed. The approval of the minutes was moved by Frank Frago and seconded by Phil Knecht. Vote was affirmative.

Chair Report

Chair Rosania started the meeting by welcoming the newly appointed members Doug Sacks, Don Unwin and Howard Greenblatt.

Marketing and Communications Subcommittee Report

Chris Lyons summarized the work of the Committee by discussing the Business Visitation Program, Realtors Breakfast, Recognition Program, Available Properties List and stated that they are beginning to discuss marketing such as publications and the website. Doug Sacks was recruited as a new member.

Finance Subcommittee Report

Frank Frago and Ken Rizzio noted that the Committee continues to work on the loan program and the possible use of the STEAP funds for the program. Discussion will continue with the banks with the hope that several will still sign on. November is budget time for the banks and it is a good time to follow up. Peter Gillespie will present the program to the Council once it is finalized. Hedco needs to be contacted to see if they will administer the program. The Committee also was responsible for proposing the incentive policy adopted by the Council and will work as a clearinghouse for potential grants and incentives for local businesses. Howard Greenblatt volunteered to work on this Committee.

Development Subcommittee Report

Tom Grottke stated that the Committee has been researching potential development sites in Town and is waiting for the Silas Deane Highway Committee to finish its work and give direction to the Committee. The Committee has also been researching the Redevelopment Statutes for consideration here in Town.

Agriculture Committee

Cindy Jacobs stated that she had a meeting was held with Seth Lerman from the USDA to discuss possible technical assistance and a more detailed follow up meeting will be held to determine if they can help us facilitate a discussion with the ag community. It was suggested that the Conservation Commission may be the most appropriate group to lead this effort since the EDIC has several other priorities.

Town Manager's Report

Bonnie Therrien reported on the upcoming meeting with all of the Land Use Committees scheduled for Nov 18 at 7 pm in the Community Center and the meeting with the Post Office and Federal Legislators.

### PZC Liason Report

Mr. Knecht reported that the new zoning regulations were adopted and go into effect on November 15.

### Town Council Liason's Report

Julie Montinieri was present and welcomed the new members and recognized the positive work being performed by the Commission.

### Town Planner/Economic Development Manager's Report

Mr. Gillespie distributed his monthly report.

### Annual Business Survey

Mr. Frago briefly reviewed the survey results and asked the members to look closely at the written comments which are very valuable information.

### Salute To Business Event

Mr. Gillespie distributed a list of the 40 nominees for this years awards and after much debate it was decided to award the Special award to BBand Beyond and the D'Esopo Merchandising Center. The other awards would go to the Town House Motel, the Chamber of Commerce, 20-30 Beaver Road, La Dolce Bakery and Ascot Catering.

### Loan Program

Mr. Gillespie noted that at the meeting with the DECD Rocky Hill decided to create a grant versus loan program and the Town should discuss how to proceed. The State must still research how this program will work and whether a reimbursement account has to be setup. The Finance Committee will meet to discuss which way to proceed.

### Budget 2004/2005

Mr. Gillespie distributed an updated budget proposal for the remainder of the fiscal year as follows: \$27,000 for Salaries, \$18,000 for the Finance Committee, \$15,000 for Marketing, \$5,500 for Metro Hartford and \$12,500 for Tourism. Mr. Lyons made the motion which was seconded by Mr. Frago. The vote showed all in favor.

### Staffing

Mr. Gillespie reported on the status of the search for a Secretary and noted that interviews should occur in December.

### STEAP Grant

Chair Rosania reported on the meeting with Sheila Hummel from DECD and noted that it is likely that \$200,000 could be used for the Façade program and the rest may go into streetscape and intersection improvements.

### Website

Paul Montinieri stated the need for an Economic Development Website which could be done in 2-3 months. Mr. Sacks stated how critical it is and that it could be done for a small cost. A meeting will be held with the Marketing Committee to discuss the next steps.

### Silas Deane Highway Advisory Committee

A public Forum is scheduled for Dec 9 at the PD Community Room and all members are encouraged to attend. Mr. Gillespie noted that the Committee will need some funding to complete its work and the use of the \$25,000 in CIP funds was mentioned and should be discussed at the next meeting.

#### Brownfields Grant Application

Mr. Gillespie stated that he and RaeAnn Palmer were working on an application for \$200,000 to be used for private property environmental assessments. Some of the money can also be used for reuse studies which might help the Development Committee.

#### Bus Tour

Bonnie Therrien will provide dates for a possible tour of the Town and development sites this Spring.

#### Strategic Planning Committee

Bill Donahue, Chair of the Strategic Planning Committee was present to distribute a summary of the Economic Development recommendations from the plan and he asked the members to review and get comments back to him at the earliest convenience. The Committee intends to have a document in place in time for the budget discussions.

The meeting adjourned at 1:15 PM.

Respectfully Submitted

Peter D. Gillespie, Economic Development Manager