

**Economic Development Commission  
Meeting Minutes  
June 5, 2008**

Attending: R. Casner; D. Mathiasen; D. Sloan; R. Scherrer; P. Stricker; M. Ziobron (EDC Coordinator)  
Guests: H. Kittner; D. McMahon (Goodspeed); K. Simon;

Mr. Scherrer called the meeting to order at 7:07 p.m.

**MINUTES**

MR. SLOAN MADE A MOTION TO APPROVE THE MAY 1, 2008 MEETING MINUTES. THE MOTION WAS SECONDED BY MS. MATHIASEN AND PASSED UNANIMOUSLY.

Ms. Mathiasen noted that the next meeting is scheduled for July 10, 2008.

**OLD BUSINESS**

**Economic Development Coordinator Update**

Ms. Ziobron advised that she had updated the timeline for the concurrent Town projects and distributed a copy of same. She also distributed her monthly report and provided the following additional detail:

- Ms. Klinck has received a letter from Mr. Fanning, the Dunkin Donut franchise owner, stating that they would not be pursuing the Moodus location. Ms. Ziobron reviewed a letter she had sent to Mr. Fanning requesting he reconsider his decision and asking for an opportunity to meet with him. She reported that she had also gone back to an alternate franchise owner to see if he has any further interest in pursuing a coffee/donut shop in Moodus.
- Regarding the Shagbark expansion, she reported that she had sent the owners a letter outlining the four outstanding issues that need to be resolved with their construction project. She noted that Mr. Casner has been very helpful working through the issues.
- She has started working with the local commercial trash haulers and representatives from Public Works to work out a “win-win” solution to issues related to the haulers ability to use the Transfer Station. To that end, on June 4<sup>th</sup> she participated in a meeting with First Selectman Walter and representatives from Public Works, the commercial haulers, and CRRA.
- The Brownell property was officially listed with Century 21 as three separate parcels.
- Mr. Ventres had advised that Ms. Kelly can do the work to establish her coffee house in phases. Ms. Ziobron is helping her complete the paperwork for \$50,000 loan from the Middlesex Chamber Revitalization Committee (MCRC). The MCRC loan should allow her to complete Phase I of her project.
- She will be meeting with Mr. Parady concerning his planned expansion of the Industrial Park.

Mr. Scherrer noted that Ms. Kittner and Mr. McMahon would have to leave the meeting shortly and, at his request, Ms. Ziobron agreed to cede this time to them to provide an update on the Goodspeed activities.

Ms. Kittner thanked Mr. Scherrer and Ms. Ziobron and reported that the Civil Engineers are reviewing several alternate floorplans for feasibility. She noted that she feels that they have moved on from the conceptual phase of the project and are now into a “reality” phase. Mr. McMahon advised that the Historical Commission and several Village residents had expressed concerns about the width of some of the smaller cottages. He stated they are developing and testing floorplans that are less rectangular in design. He revisited the updated timeline provided by Ms. Ziobron and recommended moving out some of the steps related to the Goodspeed Actor Housing project.

Ms. Ziobron provided the following final details from her report:

- She participated in a meeting with the Superintendent of Schools to discuss ways the Board of Education could collaborate with local businesses. Some of the suggestions discussed included using local fruits and vegetables in the cafeterias and having some of the high school students shadow local business owners for a day.
- She met with the East Haddam Stage Company to discuss their use of the Grange Hall for their performances. She advised that she has tentatively reserved the Grange for the dates of October 3<sup>rd</sup> and 4<sup>th</sup>. It was noted that they had originally approached the Parks and Rec (P & R) Commissioners with their request and had been turned down, so they are currently holding performances in Deep River. Ms. Ziobron agreed to meet with members of P & R to get an understanding of the issues. Mr. Scherrer asked Ms. Ziobron to also look into what arrangements were made for them in Deep River. Ms. Stricker noted that the Congregational Church Hall might also be an option for the Company.

Ms. Ziobron reported that she had received a copy of the Town’s Ethical Conduct Policy and noted that it includes language allowing the Economic Development Coordinator to advocate for local businesses.

A copy of Ms. Ziobron's updated project timeline, her full monthly report, and a copy of her letter to Mr. Fanning will be filed with the minutes from this meeting.

Ms. Ziobron distributed a copy of a flier regarding the CERC Fiscal Impact Analysis Workshop held on June 17th. MR. CASNER MADE A MOTION TO ALLOCATE \$180 FOR THE CONFERENCE REGISTRATION FEE FOR MS. ZIOBRON TO ATTEND. THE MOTION WAS SECONDED BY MS. STRICKER AND PASSED UNANIMOUSLY.

Ms. Ziobron stated that she has been invited to tour Blueblack Square and extended the invitation to the Commissioners.

In response to an invitation from Mr. Scherrer to address the Commission, Mr. Simon advised that the Town has established a Green Committee and that he was appointed Chairman. He stated that it is the Committee's charge to investigate and research green and/or sustainable alternatives for the Town and to make recommendations to the Board of Selectmen. He stated that the first meeting of the Committee will be held on June 11<sup>th</sup> at the Annex and encouraged representation from EDC at the meetings.

## **Project Status Reports**

Goodspeed Properties This item was covered earlier in the minutes.

Town Office Site – East Haddam Village Ad Hoc Committee – Mr. Sloan reported that the Ad Hoc Committee had met and reviewed potential traffic calming and pedestrian safety options from the Mobility Study. He stated that Kent Schwendy is reviewing the 4-5 identified options and will provide cost estimates at their next meeting. The Committee has 90 days from the date of their first meeting to make a recommendation to the Board of Selectmen regarding which projects to pursue.

Johnsonville – Mr. Sloan reported that he and Mr. Walter had met with Mr. D'Onofrio and discussed potential options for getting the Johnsonville project moving forward.

Banner –Ms. Stricker reported that she has gotten no feedback from Mr. Walt Lewis concerning issues with permits or inspections. Mr. Sloan reported there had been one more closing since his last report and that contracts are being drawn up for two more units.

Other Business Updates –Following a general discussion about opportunities for grants, Ms. Ziobron agreed to invite Larry Wagner whom the Town uses for writing grants to an upcoming EDC meeting.

Ms. Mathiasen reported that the publisher of the Events magazine had agreed to allow one free quarter-page ad or business article per issue based on EDC's paid ad. The Commissioners agree to select the quarterly free ad/article by lottery.

She also advised that she had drafted a letter to legislators asking them to consider raising the threshold for sending appeals to business property assessments to the CT Supreme Court. The Commissioners agreed to send a copy of the letter to the impacted Town businesses. At Ms. Ziobron's suggestion, Ms. Mathiasen agreed to speak with Mr. Assante and ask him to bring the issue up at a meeting of the Middlesex Chamber of Commerce so that the Economic Development Commissions of other towns could support the effort. Mr. Scherrer asked that the letter be reviewed with the Board of Assessment Appeals and provide them with an opportunity to comment on it before it is mailed.

The following items were also reported:

- The Plan of Conservation and Development has not yet been approved by the Selectmen.
- The Middlesex Chamber of Commerce is hosting its annual Business Expo in October.

## **Events/Tourism**

Ms. Mathiasen distributed copies of the flier and agenda for the June 25<sup>th</sup> “Townwide Business Night”. The Commissioners discussed the goals for the event and the appropriate length of time for the presentations.

She also reported that she, Mr. Scherrer, and Ms. Ziobron had presented an overview of all the projects EDC is working on at the May 22<sup>nd</sup> Rotary meeting.

## **NEW BUSINESS**

Mail received – There was no mail to discuss.

Other – Ms. Ziobron advised that Ms. Rozniak had contacted her to request EDC’s help with the Senior Center’s “Make A Difference Day”. She advised that the purpose of the event is to raise funds for the Town’s fuel bank and it will run from October 18 through Thanksgiving. The seniors would like to ask the businesses to place a donation can at their registers and need help collecting the cans on a weekly basis. The Commissioners agreed to help collect the cans.

Ms. Mathiasen solicited ideas for the EDC article in the next Events Magazine and several topics were suggested

THERE BEING NO ADDITIONAL ITEMS TO DISCUSS, MR. SLOAN MADE A MOTION TO ADJOURN THE MEETING.  
THE MOTION WAS SECONDED BY MS. STRICKER AND PASSED UNANIMOUSLY.

The meeting was adjourned at 9:36 p.m.

Respectfully submitted,

Sharon R. Wheeler  
Recording Secretary