

**DRAFT
TOWN OF MONTVILLE
MEETING OF ECONOMIC DEVELOPMENT COMMISSION
March 15, 2010**

1. Call to Order.

Commissioner Cyril Longton called the meeting to order at 7:02 p.m.

2. Pledge of Allegiance.

3. Roll Call.

Commissioners James Andriote, Sr. (7:06 p.m.), Leonard Bunnell, Jr., Marjorie Gatheral (7:05 p.m.), Ann Mattson, Al Skulczyk, Robert Thorn, Jim Toner, and Cyril Longton were present. Commissioner John Diamantini was absent. Also attending was Town Council Liaison William Caron, Town Planner Marcia Vlaun, and residents Roger and Linda Phillips.

4. Remarks from the Public regarding items on the Agenda (three minute limit).

None

5. Adjustments to the Agenda.

C. Longton asked for a motion that no business would be discussed after 9:00 p.m. unless agreed upon by the Commission.

Motion: **That the Commission agrees that no business will be conducted after 9:00 p.m. unless otherwise agreed upon by the Commission.**

Proposed by: Ann Mattson
Seconded by: Robert Thorn
Vote: Carried unanimously

6. Approval of the Minutes of the Previous Meeting—December 21, 2009 and January 25, 2010.

Motion: **That the Commission approves the January 25, 2010, minutes as written.**

Proposed by: Lenny Bunnell
Seconded by: Ann Mattson
Vote: Carried unanimously

Motion: **That the Commission approves the December 21, 2009, minutes, as written.**

Proposed by: Ann Mattson
Seconded by: Jim Toner
Vote: Carried unanimously

7. Communications.

There were no communications to report.

8. Guest Speaker – Nature’s Art.

Linda and Roger Phillips, owners of Nature’s Art, brought a plan to the Commission about a three-phase expansion that would add “positive economic value to the community.” The proposed plan would create temporary and permanent jobs with 300+ jobs over the course of the

project. An appeal was made to the Commission for tax relief and a proposal package will be considered. A question and answer period followed the presentation.

9. New Business.

a. Update from Mayor.

The Mayor was absent from the meeting.

b. Update from Town Planner.

M. Vlaun gave the Commissioners a list of businesses recently approved for location within the Town of Montville. She also reported on the charge by C. Longton to look into the proposal for an audit on business related personal property, discussed at the last meeting. M. Vlaun concluded that the proposal, if approved, would not impact small businesses with Montville as more than 80% have business personal property far below the \$50,000 level. B. Caron reported that the initial proposal heard by the Town Council for the same has been sent to the Finance Committee for review. Copies of *The Connecticut Economic Digest* and *The Beige Book* Federal Reserve Board summary were handed out.

Motion: That the Commission recommends to the Town Council that the proposal to audit business personal property will affect small businesses in the Town of Montville.

Proposed by: Cyril Longton

Seconded by: Jim Toner

Vote: Carried unanimously

Motion: That the Commission amends its motion to the Town Council regarding the proposal to audit business personal property to not have an effect on small businesses in the Town of Montville and request that the Town Council consider additional bids.

Proposed by: James Andriote

Seconded by: The vote was not seconded.

c. From the EDC Liaison.

B. Caron reported earlier on the proposed personal property audit that has been forwarded to the Finance Committee for review. He also urged the Commissioners to visit and send positive letters to businesses in the community. C. Longton asked about a list of Town businesses and contact numbers that will be obtained from the Assessor's Office. B. Caron also notified the Commission about an upcoming breakfast meeting of the Waterford and Montville Chambers of Commerce at Connecticut College.

d. From Standing Committees.

i. Montville Marvels.

B. Thorn reported that the Committee is assessing qualified candidates for the Business Recognition Award. A copy of the assessment form was distributed to the Commission by M. Gatheral.

e. From Special Committees.

i. SBA Committee.

J. Andriote requested clarification regarding the purpose of the Committee. C. Longton explained that the Committee would review the skills of the Commissioners to determine the ones that are available versus those that are needed. The purpose is to have a small group of

“subject matter experts” to assist the community with small business issues. C. Longton again recommended that Commissioners take the SBA training that is available and free online. Copies of the training materials will be made available to those Commissioners who do not have access to a computer. C. Longton asked Commissioners to report back next month on their progress.

10. Unfinished Business.

a. Special Committee to examine the EDC Rules and Procedures for possible amendment as suggested by the Town Clerk (Commissioner Longton).

C. Longton explained that the Town Clerk suggested that the Committee review the EDC Rules and Procedures to make sure that the Commission is in accordance with the Town Charter. M. Gatheral handed out copies of the rules and procedures to Commissioners. Commissioners B. Thorn, J. Andriote, A. Mattson and L. Bunnell agreed to review the rules and procedures and report back to the Commission at its April meeting.

b. Adopt the Order of Business used for the February 15, 2010, meeting in lieu of the Order of Business prescribed in the Rules and Procedures pending the examination of Item 10(a) above (Commissioner Longton).

Motion: That the Commission adopts the Order of Business for the February 15, 2010, meeting in lieu of the Order of Business prescribed in the Rules and Procedures pending the examination of Agenda Item 10 (a) above.

Proposed by: Cyril Longton

Seconded by: Jim Andriote

Vote: Carried unanimously

c. Economic Development Commission Web Page (Commissioner Longton).

The Commission will consider the development of web page.

Motion: That the Commission table agenda Items 10(d)- 10(g) and Items 11 – 13, until its April meeting.

Proposed by: Al Skulczyck

Seconded by: Robert Thorn

Vote: Carried 7-1; opposed Jim Andriote

d. Assign a Commissioner to obtain a copy of town Ordinance O-M, adopted May 22, 1972 (Objectives and Purpose of Economic Development Commission of the Town of Montville (Commissioner Longton).

This item was tabled.

e. Incentive Programs for Discussion (Commissioner Andriote).

This item was tabled.

f. Organize a Historical Scenic travel route as a tourism incentive.

This item was tabled.

g. Research possible tax incentive programs for bringing in new businesses. Look at what other towns have done in this area as a comparison. Example incentives are listed in Schedule A, attached.

This item was tabled.

11. New Business.

This item was tabled.

12. Other Business.

This item was tabled.

13. Remarks (three minute limit).

a. From Individual Commissioners.

This item was tabled.

b. From Town Council Liaison.

This item was tabled.

c. From the Public on EDC topics.

This item was tabled.

10. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Al Skulczyck

Seconded by: Ann Mattson

Vote: Carried unanimously

The meeting adjourned at 9:04 p.m.

Respectfully submitted by

Cyril Longton, Chair
Economic Development Commission

Gloria J. Gathers, Recording Secretary

Minutes approved: _____