

Town of Montville
Economic Development Commission
Meeting Minutes for Monday, August 18, 2014
7:00 P.M. – Montville Town Hall - Room 203

1. Call to Order
Chairman Mattson called the regular meeting of the Economic Development Commission to order at 7:12pm.
2. Pledge of Allegiance
3. Roll Call
Present were Commissioners Marge Gatheral, Ann Mattson, John Protz, Jim Toner, Karl Butzgy, and Tina White. Absent were Commissioners Dustin White, Victoriano Alarcon, and Councilor Tom McNally.
4. Remarks from the Public regarding items on the Agenda (3 minute limit)- none.
5. Alterations to the Agenda- Commissioner Protz recommended adding to the agenda a short brief and review of proposals on EDC Website design which was brought up as new business during the July meeting.
6. To Consider and Act on a Motion to approve the Regular Meeting Minutes of July 21, 2014. Motion made by Commissioner Mattson, seconded by Karl Butzgy. Voice vote, 6-0, all in favor. Motion passed.
7. Unfinished Business
 - A. Town SWOT Analysis w/Town Planner
Commission did not yet meet with Marcia Vlaun to discuss short term goals and a plan to draft a Plan of Conservation and Development. Commissioner Protz volunteered to contact Town Planner Vlaun prior to the next meeting.
 - B. Montville rebranding progress with other Town entities
 - C. September Business Resource Forum Update (Marge Gatheral and Jim Toner)
 - 1) Commissioners Gatheral and Toner provided an update on the invitation letter and progress on the set-up of the Sept 4 Business Forum, including which state and local agencies would be in attendance.
 - 2) Commissioner Butzgy discussed setting up an EDC table, and having a pamphlet which identified how the EDC committee supports businesses and a billboard identifying the EDC as sponsor for the event. It was decided that a table and a billboard would be appropriate. Additionally, Commissioner Butzgy requested assistance to develop EDC nametags for members who attend the event and Commissioner T. White

volunteered to have them prepared. Commissioner Butzgy also recommended that EDC members have business cards and volunteered to make-up standardized business cards for EDC members.

3) Discussion also focused on EDC actions for the event and Commissioner Toner assumed the responsibility to kick-off the event by welcoming businesses and business supporting agencies. Commissioner Butzgy suggested that EDC members should meet with business attendees to provide EDC visibility and discuss how the EDC can support Montville business.

8. New Business

A. Ideas for Action

Commissioner Gatheral discussed the need for additional bus shelter areas along route 32. The Commission discussed briefly and suggested that this be brought up at the Town Council meeting by councilor Tom McNally at a future date (not present).

B. Agenda Item Add

Commissioner Protz brought in some examples for review by EDC members to modify existing website pages and discussed ideas to make it more value added for businesses and the town. Comments were made by the Montville Webmaster Geary who also suggested bringing these ideas up during discussion with Town Planner and Commissioner Protz agreed to bring this up at the meeting. Future discussion are needed, to include what approvals are required and what to identify what modifications can take place with current software, etc.

9. Commissioner Action Items for Next meeting

Commissioners Gatherer, Toner, Butzgy, T. White discussed actions in preparation for 4 Sept Business resource Forum.

Commissioner Protz will touch base with Town Planner Vlaun for a SWOT Analysis reengagement.

10. Communications- none.

12. Remarks from the Public (3 Minute limit) — None.

13. Remarks from the Commissioners- None.

14. Adjournment

Motion made by Commissioner Mattson, seconded by Commissioner Toner to adjourn the meeting at 8:15 p.m. Discussion: none. Voice Vote, 6-0, all in favor.

Motion carried.

Respectfully Submitted

Commissioner John Protz