

**TOWN OF MONTVILLE**  
**Economic Development Commission**  
**Special Meeting Minutes – July 23, 2018 – 7:00 p.m.**

1. Call to Order  
Chairman Hewitt called the meeting to order at 7:05 p.m.
2. Pledge of Allegiance  
All stood and pledged the flag.
3. Roll Call  
Commissioners present were Karl Butzgy, Mickey Gillette (8:20 p.m.), Christopher Napierski, Jim Toner, and Chairman Walter Hewitt. Also present were Town Council Liaison Jeff Rogers (8:20 p.m.) and Town Council Chairman Tom McNally. Absent were Commissioners Christopher DiNoto and Brian Quinn. A quorum was present.
4. Alterations to the Agenda -- *No action*
5. Remarks from the Public regarding items on the Agenda (3-minute limit) -- *None*
6. Proposal by Nancy Cowser – seCTer to meet with Port Authority re: 125 Depot Road  
Chairman Hewitt reported on a discussion after last month’s meeting that he had with Nancy Cowser, Executive Director of the Southeastern Connecticut Enterprise Region (seCTer), and a follow up email from her regarding an encounter and discussion with the harbormaster of Port Authority about the Depot Road property. Ms. Cowser emailed Chairman Hewitt who copied Mayor McDaniel about a possible meeting with the harbormaster and learned of the Mayor’s prior discussion with the harbormaster concerning the same. The Commission discussed the same and Commissioner Toner proposed that the meeting should include Mayor McDaniel, Town Planner Vlaun, and Town Council representation and Chairman Hewitt.  
  
Motion by Commissioner Toner; seconded by Commissioner Napierski for an initial discussion meeting to include the Mayor McDaniel, Town Council Chairman McNally, Chairman Hewitt, and the Harbormaster of Port Authority concerning the Montville deep water port located at 125 Depot Road. Discussion, none. Voice vote, 5-0, all in favor. Motion carried.
7. To Consider and Act on a Motion to approve:
  - a. The Regular Meeting Minutes of June 18, 2018  
Motion by Commissioner Toner; seconded by Commissioner Napierski to approve the Regular Meeting Minutes of June 18, 2018, as written. Discussion: none. Voice vote, 5-0, all in favor. Motion carried.
8. Unfinished Business
  - a. Discussion / review of the New Business report.
    - i. Missing actual contact information  
Chairman Hewitt asked whether everyone received the new business report. He thanked Town Councilor Rogers for obtaining the report and those who produced the report. He noted that there was no contact information in order for him to send letters. It was discussed that electronic reports rather than paper reports were easier to handle.

ii. Draft of letter

The Commission discussed whether it would be better to send the new business letter by email since email addresses are included on the new business report Commissioner Toner explained that years ago he visited the businesses in follow up to the letters from the Commission. He added that the email addresses may be that of employees and not the actual business owners that may create a follow up issue. Chairman Hewitt noted that the email addresses would be useful for contact purposes such as EDC events.

b. EDC Website

i. Town of Montville

Commissioner Napierski noted no changes to the website.

ii. Facebook

Commissioner Napierski reported on his actions to develop the page and will share with commissioners for review.

iii. seCTer

Chairman Hewitt reported that he edited information for the EDC link to the seCTer website that would replace what is already posted. He also said that the EDC would have the ability to edit its posting in the future.

iv. Blog for EDC (Currently at <https://montville-edc.org>)

Chairman Hewitt reported that he registered the blog so it would be deemed as a secure site.

9. New Business

a. Brittney Harris email re: Two Montville Commons outparcels

Chairman Hewitt asked Commissioner Toner about the initial contact from Ms. Harris. Commissioner Toner reported that Ms. Harris contacted him by email concerning Montville Commons out-parcels. He mentioned earlier in the meeting that he would be meeting with her and would report back to the Commission on the outcome.

*It was noted for the record that Commissioner Gillette and Town Councilor Rogers arrived at 8:20 p.m. having attended an earlier Commission meeting.*

b. Meeting with the Mayor (Sept. meeting) – *No action*

Commissioner Toner asked whether a list should be prepared for discussion with the Mayor and forward it to him for preparation purposes. Chairman Hewitt asked the Commission to come up a list of questions that will be discussed at next month's meeting.

10. Townspeople and Business Feedback

a. Proposed Recipients for Business Recognition Award

Chairman Hewitt asked the Commission to consider nominees for recognition for the remaining months of 2018.

Motion by Commissioner Gillette; seconded by Commissioner Butzgy to strike motions appointing nominees for EDC Business Recognition award. Discussion: none. Voice vote, 5-0, all in favor. Motion carried.

Motion by Commissioner Napierski; seconded by Commissioner Butzgy made nominations for Business Recognition award for September, October, November and December 2018 that will be disclosed prior to the award ceremonies. Discussion: none. Voice vote, 5-0, all in favor. Motion carried.

11. Report from Town Council Liaison- *-None*  
Town Councilor Rogers reported on his discussion with Brittany Harris concerning Montville Commons. Commissioner Toner noted that he has a telecom scheduled with her on Wednesday. Town Councilor Rogers also spoke about a political event for Mark Boughton that he attended in East Lyme that outlined visions for tourism in the area.
12. Remarks from the Public (3-minute limit) – *None*
13. Remarks from the Commissioners and Town Council Liaison -- *None*
14. Adjournment  
Motion by Commissioner Toner; seconded by Commissioner Gillette to adjourn the meeting at 8:55 p.m. Discussion: none. Voice vote, 4-0, all in favor. (*Commissioner Butzgy left the meeting at 8:42 p.m.*) Meeting adjourned.