

TOWN OF MONTVILLE  
ECONOMIC DEVELOPMENT COMMISSION  
**Regular Meeting Minutes – October 16, 2017**  
7:00 p.m. – Montville Town Hall - Room 203

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.  
Present were Commissioners Karl Butzgy, Christopher Napierski, Jim Toner, and Chairman Walter Hewitt. Also present was Mayor Ron McDaniel and Town Council Liaison Joseph Rogulski (8:58 p.m.). A quorum was present.
4. Alterations to the Agenda.  
Motion by Commissioner Toner; seconded by Commissioner Butzgy to add the following items under New Business: a) Waterford EDC (Napierski); b) Ginsburg property; and c) Property from Northside Development. Discussion, none. **Voice Vote, 4-0. Motion carried.**
5. Remarks from the Public regarding items on the Agenda (3-minute limit).  
Chairman Hewitt asked three (3) times for remarks. There were none.
6. To Consider and Act on a Motion to approve:
  - a. The Regular Meeting Minutes of August 21, 2017.  
Motion by Commissioner Toner; seconded by Commissioner Napierski, to approve the Regular Meeting Minutes of August 21, 2017, as written. Discussion: none. **Voice Vote, 4-0. Motion carried.**
7. Discussion with Mayor McDaniel  
Chairman Hewitt thanked Mayor McDaniel for attending the meeting that coordinates with the Strat Comms Plan of the Commission to meet with the Mayor on an annual basis. He then broached the concept of having an economic development corporation in Montville similar to those of Norwich and New London and asked if there was potential for that type of relationship. Mayor McDaniel stated that the concept was more popular in urban areas but said he would check with SECTER about its viability. Chairman Hewitt then stated he had done some research concerning grants that he agreed to send to Mayor McDaniel. Mayor McDaniel suggested that the Commission meet the new director of SECTER, Nancy Cowser, and agreed to forward her email address. Chairman Hewitt stated that the Commission wanted to find a way to work cohesively with the Town towards economic development. Mayor McDaniel and Commissioner Toner discussed the services provided by CERC, the Connecticut Economic Research Company. He suggested contacts with Annie Chambers, formerly of SECTER, and Beth Wallace of CERC as additional resources.

Discussion continued about a proposal for a business fair for the spring of 2018.

Commissioner Toner and Mayor McDaniel talked about the work involved in the endeavor referring to one that was done by the Commission several years ago. The business fair would focus on how to start, obtain funds for, expand, and/or transfer an out-of-state business to Montville. Mayor McDaniel said from a list of businesses in Montville letters would be sent using the personal property tax list. He also stated that approximately \$500 was spent on postage for the previous business fair. Responding to a question by Chairman Hewitt, Mayor McDaniel said that exit metrics were not done after the last business fair. Commissioner Hewitt and Mayor McDaniel talked about ways to export and data manage the property list to create mailing labels and measure the success of the event. Commissioner Toner said he would bring a sample survey sheet to the next meeting. He also talked about the work involved and time commitment needed by the Commission to prepare for the event. Per a question by Commissioner Napierski, Commissioner Toner proposed that the event be held on a Tuesday, Wednesday, or Thursday at 6:00 p.m. with refreshments of coffee and donuts to engender business response to the event. Commissioner Butzgy asked if a list of Town properties would be available. Mayor McDaniel said questions about Town properties should be directed the offices of the Town Clerk, Planning & Zoning or his office. As proposed by Chairman Hewitt, Mayor McDaniel agreed to speak at the event and would provide feedback on a proposed date for the event.

8. Unfinished Business:

a. EDC Website Design (Commissioner Napierski)

Commissioner Napierski reported on the proposed banner ad for Commission vacancies that was forwarded to Town Planner Vlaun, as discussed at the last meeting. Commissioner Butzgy proposed having a 30-second animated segment on the webpage. Commissioner Napierski commented that the website needed to be kept up-to-date and fresh. Commissioner Toner said several resource organizations are adverse to the ideas but Commissioner Napierski talked about storyboard approval and how the Commission would have input as to how to advertise projects on the website.

b. Discuss distribution of the EDC M-BAP Pamphlet.

Chairman Hewitt referred to a recent supply of pamphlets and asked if everyone was happy with where they are on display. Commissioner Toner said the pamphlet is not on display on the counter in the Town Hall lobby but has looked for the EDC pamphlet in Town Hall offices. Chairman Hewitt said he would reach out to Town Planner Vlaun about the same. He added that the pamphlet is available on a link on the Town website.

c. Discuss the Montville Conservation and Zoning Plan.

Commissioner Toner reported that work continues on the Plan stating that it is an 18-month process. Chairman Hewitt asked for comments on the info he received from Town Planner Vlaun and then forwarded to the Commissioners for review. Commissioner Napierski commented that the EDC was included in the plan. Chairman Hewitt asked the Commissioners to review the material, comment on it, and report back at the next meeting so feedback could be sent back to the Town Clerk. Commissioner Butzgy asked how the EDC fits into the scope of the Town. Commissioner Toner responded to the question by

stating that the plan is redone every 10 years and then discussed the purpose of the Plan. Commissioner Napierski commented on the history and the goals included in the Plan.

d. Consideration and action of the focus and direction of Commission.  
Chairman Hewitt noted that this agenda item was discussed under Item 7.

e. Consideration and action for a Community Development Corporation.  
Chairman Hewitt stated that the agenda item was discussed under Item 7 and that he would forward the grant information discussed to Mayor McDaniel.

9. New Business:

a. Waterford Economic Development Commission.

Commissioner Napierski reported that he attended the meeting last Thursday, October 12 and noted that Commission had issues in common with the Montville EDC. He said the Waterford EDC has four (4) members; is struggling with having quorums; is interested in having more business owners on the Commission; has issues with getting the word out about the EDC and businesses; and is looking for more property advertisements and how to use that information. He also noted several members of the Waterford Planning & Zoning were in attendance but there was no public present. Chairman Hewitt commented that he fully intends to re-invite Town Planner Vlaun to attend Commission meetings.

b. Ginsburg Property.

Commissioner Toner discussed the Ginsburg Property located near the Montville Commons. Chairman Hewitt reported that the developer was referred to him by ZWO Burdick but he would suggest that he contact the complex behind Montville Commons. Commissioner Toner also commented that there are vacancies on Route 32.

c. Property from Northside Development Company.

Chairman Hewitt commented that the Commission is not able to assist the developer mentioned under Item 9b. Commissioner Butzgy stated that it appears as though the developer is looking for a client. Commissioner Toner added that the Commission does not have access to an updated property list.

10. Report on Existing, New, Prospective, Lost Businesses (Commissioner Toner).

Commissioner Napierski reported on the opening of the new restaurant that offers Asian cuisine. Commissioner Toner commented on the beauty of the establishment.

11. Feedback from the Townspeople and Businesses.

a. Proposed Recipients for Business Recognition Award

Commissioner Butzgy suggested a potential candidate for business recognition.

12. Report from Town Council Liaison Joe Rogulski.

Town Councilor Rogulski reported on the status of the State budget and spending and hiring freeze in Town.

13. Communications

a. Strat Comms Working Group Update

Chairman Hewitt reported that there were no updates to the Plan. Commissioner Toner said that with the upcoming business fair in April 2018 that there would be more meetings to organize the event.

14. Remarks from the Public (3 Minute limit)

Chairman Hewitt asked three (3) times for remarks. There were none.

15. Remarks from the Commissioners and Town Council Liaison Rogulski

Town Councilor Rogulski said that constituents have commented that they have not seen his signs for re-election but said if he is reelected that he would remain as liaison to the Commission.

16. Adjournment

Motion by Commissioner Toner; seconded by Commissioner Butzgy to adjourn the meeting at 9:28 p.m. Discussion: none. Voice vote; 4-0; all in favor. Meeting adjourned.

Submitted by: Gloria J. Gathers  
Recording Secretary, Town of Montville

**AN AUDIO RECORDING IS AVAILABLE ON THE TOWN WEBSITE.**