

Approved: _____

**DRAFT
TOWN OF MONTVILLE
MEETING OF ECONOMIC DEVELOPMENT COMMISSION
September 20, 2010**

1. Call to Order.

Commissioner Chuck Longton called the meeting to order at 7:07 p.m.

2. Pledge of Allegiance.

3. Roll Call.

Commissioners James Andriote, Leonard Bunnell, Jr., Marjorie Gatheral, Ann Mattson, Al Skulczyck, Jim Toner and, Chuck Longton were present. Commissioners John Diamantini, and Robert Thorn were absent.

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

None

5. Adjustments to the Agenda.

None

6. Approval of the Minutes of the Previous Meeting—June 21, 2010.

Motion: That the Commission approves the June 21, 2010, minutes as written.

Proposed by: Lenny Bunnell

Seconded by: Jim Toner

Vote: Carried unanimously

7. Communications.

None

8. Guest Speaker.

None

9. Reports.

a. From the Mayor.

i. Incentive programs for new Town businesses.

Mayor Jaskiewicz was absent from the meeting.

b. From the Town Planner.

M. Vlaun updated the Commission on projects approved by Planning & Zoning, commercial properties that have broken ground, available properties on the market, and potential new businesses. She stated that she contacted J. Toner at SCORE about funding as a result of the fire at Oakdale Plaza but the project does not qualify. She also reported that she obtained funding for the Montville Feasibility Study and will contract to have it approved by the Town Council. M. Vlaun also suggested that the Commission table Item 10b and invite the Town Historian to speak at its next meeting about the church at the pinnacle of the proposed historic route and about starting a non-profit entity for the same. The number of foreclosures in Montville was also reviewed in addition to the Town unemployment rate and the status for housing permits.

J. Andriote commented that he made contact with Sonic via the Internet to have Montville considered as a potential site for one of their store locations. The Commission discussed the development of a list of stores that would include large retail companies for which Montville would have a geographic advantage.

c. From the EDC Liaison.

B. Caron apologized for his absence from the last meeting and commented on the approval of the Town budget and the line item for the EDC. He also spoke about pending issues before the Town Council.

d. From Standing Commissions.

i. Town Recognition/Beautification Award (Commissioners Longton, Thorn, Gatheral.

C. Longton reported that he and M. Gatheral had not met but would do so shortly. They solicited the help of the Commission to bring forth names for consideration for the award.

e. From Special Commissions.

i. SBA Commission.

J. Toner reported that he obtained from M. Vlaun the list of the new town businesses that have opened since January 2010. He said that he and L. Bunnell made mid-afternoon visits to the new town businesses. J. Andriote did not participate in the visits due to time constraints. J. Toner and L. Bunnell reported that the businesses voluntarily gave positive feedback regarding their business setup experience with the Town of Montville and offered suggestions to better improve their customer flow.

Motion: **That the Commission drafts a letter to Mayor Jaskiewicz requesting that a traffic study is done by the State Traffic Commission on Rtes 32 and 161 from Lakewood Drive to Daisy Road.**

Proposed by: Jim Andriote

Seconded by: Ann Mattson

Vote: Carried unanimously

J. Andriote suggested that J. Toner and L. Bunnell draft the letter to the Mayor and forward it to the Commission within two (2) weeks. C. Longton suggested that the sub-committee also meet with businesses that opened in 2009 given the similar economic climate. J. Andriote stated that he would step down from the sub-committee unless the appointments with the businesses can be arranged after 4:00 p.m. J. Toner agreed to try to accommodate that time.

Motion: **That the Commission amends Montville EDC Checklist dated October 2007 to include the EDC phone number and posts the checklist on the Town website.**

Proposed by: Jim Toner

Seconded by: Jim Andriote

Vote: Carried unanimously

J. Toner will follow up with M. Vlaun about uploading the checklist to the website and obtaining the 2009 list of businesses. B. Caron suggested that once the business visits are completed that data is compiled and a report given to the Town Council.

10. Unfinished Business.

a. Incentive Programs for discussion (Commissioner Andriote).

J. Andriote reported that he has not done any follow up concerning incentive programs. He stated that pursuing the program at this time would not be worthwhile given the economy.

Motion: That the Commission deletes agenda Item 10a from the agenda.
Proposed by: Jim Andriote
Seconded by: Lenny Bunnell
Vote: Carried unanimously

b. Organize a Historical Scenic Travel Route as a tourism incentive.

J. Toner and M. Gatheral have spoken and agreed to delay plans to organize the travel route until the issue with the Congregational Church on Meetinghouse Lane is resolved.

11. New Business.

a. Review and revise Commission rules and procedures.

The Commission agreed that this item would be moved to “Unfinished Business” and discussed in depth at the next Commission meeting. The agenda will also include nominations for officers for elections at the November meeting.

12. Other Business.

None

13. Remarks (three minute limit).

a. From Individual Commissioners.

J. Andriote congratulated the work done by the SBA sub-committee. He added that he spoke with D. Jacobson about a consultant for the Commission which she agreed to check on. J. Toner stated he has been appointed to the Three Rivers Community College Advisory Council.

b. From Town Council Liaison.

B. Caron was thanked the Commission for the work that it is doing. He also offered his help with making connections with the Montville Chamber of Commerce.

c. From the Public on EDC topics.

None

10. Adjournment.

Motion: That the meeting is adjourned.
Proposed by: Ann Mattson
Seconded by: Al Skulczyk
Vote: Carried unanimously

The meeting adjourned at 9:03 p.m.

Respectfully submitted by

Chuck Longton, Chair
Economic Development Commission

Gloria J. Gathers, Recording Secretary