

Approved: _____

DRAFT
TOWN OF MONTVILLE
MEETING OF ECONOMIC DEVELOPMENT COMMISSION
November 15, 2010

1. Call to Order.

Commissioner Chuck Longton called the meeting to order at 7:03 p.m.

2. Pledge of Allegiance.

3. Roll Call.

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

4. Election:

a. Nominations and election for Chair.

Motion: To nominate Chuck Longton as chair.

Proposed by: Jim Andriote

Seconded by: Ann Mattson

Vote: Carried unanimously

(There were no other nominations for chair.)

b. Nominations and election for Vice-chair.

Motion: To nominate Al Skulczyck as vice-chair.

Proposed by: Bob Thorn

Seconded by: Ann Mattson

Vote: Carried unanimously

(There were no other nominations for vice-chair.)

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

Carrie Jacobsen from www.patch.com introduced the new week old online news website that covers exclusively Town of Montville news.

6. Adjustments to the Agenda.

None

7. Approval of the Minutes of the Previous Meeting—October 18, 2010

Motion: That the Commission approves October 18, 2010, meeting minutes, as written.

Proposed by: Lenny Bunnell

Seconded by: Al Skulczyck

Vote: Carried unanimously

8. Communications.

None

9. Guest Speaker.

None

10. Reports.

a. From the Mayor.

Mayor Jaskiewicz was absent from the meeting.

b. From the Town Planner.

M. Vlaun was absent from the meeting.

c. From the EDC Liaison.

B. Caron was absent from the meeting.

d. From Standing Committees.

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

The Committee has not met and has asked for recommendations from the Commission. C. Longton charged the commissioners to come back to the Commission at its next meeting with possible candidates for the honor in order to move the agenda item forward.

e. From Special Committees.

i. SBA Committees.

J. Toner gave a verbal and written report summarizing the information he and L. Bunnell obtained from their visits to the owners of eighteen (18) Town businesses that opened from 2009 through 2010. He spoke about action items resolved as a result of concerns made by the business owners and issues that still need to be addressed—sandwich signs, interpretation of building and zoning codes, water and sanitary connection fees, and federal and state mandates that hamper Town departments. Discussion followed regarding follow up on these items. J. Toner will obtain a copy of Town regulations for discussion at the next meeting.

Motion: **That the agenda is modified to move Item 12a up before Item 11.**
Proposed by: Bob Thorn
Seconded by: Al Skulczyck
Vote: Carried unanimously

12. New Business.

c. Approval of 2011 Meeting Schedule and forward to Town Clerk.

Motion: **That the January and February 2011 meetings are held on the 4th Monday, instead of the 3rd Monday due to scheduled holidays.**

Proposed by: Al Skulczyck
Seconded by: Ann Mattson
Vote: Motion withdrawn

Motion: **That the Commission approves the proposed 2011 meeting schedule with the revision that should the 3rd Monday of the month meeting date fall on a holiday that the meeting will be held on the Wednesday immediately following the 3rd Monday of the month.**

Proposed by: Jim Toner
Seconded by: Bob Thorn
Vote: Carried unanimously

11. Unfinished Business.

d. Review and revise Commission Rules and Procedures.

J. Andriote reviewed for the Commission his proposed changes to the Rules and Procedures. A clean draft of the changes will be emailed to the Commissioners for their review prior to the next Commission meeting.

Motion: That Commissioner Andriote will email to the Commission the Rules and Procedures with his proposed recommendations in bold type for review.

Proposed by: Lenny Bunnell

Seconded by: Bob Thorn

Vote: Carried unanimously

e. Organize a Historical Scenic Travel Route as a tourism incentive (Commissioners Gatheral and Toner).

M. Gatheral reported that she obtained from Planning & Zoning a list of historic buildings in Montville. There are more than 160 buildings on the list and a copy of it was given to J. Toner. J. Toner commented that he had spoken with T. Sheridan of the SE CT Chamber of Commerce and asked that the Town of Montville be included on a list that is being created.

13. Other Business.

None

14. Remarks (three minute limit).

a. From Individual Commissioners.

J. Andriote and L. Bunnell congratulated C. Longton on the report he gave at the last Town Council meeting about the EDC and the activities of the SBA sub-committee. M. Gatheral stated that she would email to the Commissioners the criteria for the Montville Economic Development Excellence Award. She asked that the name change be corrected for future agendas. L. Bunnell also thanked the Commission and individuals for their support of the public safety building project. C. Longton stated that he continues to be impressed by the enthusiasm of the Commissioners.

b. From Town Council Liaison.

B. Caron was absent from the meeting.

c. From the Public on EDC topics.

None

15. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Lenny Bunnell

Seconded by: Ann Mattson

Vote: Carried unanimously

The meeting adjourned at 8:45 p.m.

Respectfully submitted by

Chuck Longton, Chair
Economic Development Commission

Gloria J. Gathers, Recording Secretary