

Approved: _____

DRAFT
TOWN OF MONTVILLE
MEETING OF ECONOMIC DEVELOPMENT COMMISSION
June 20, 2011

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 Ann Mattson, Al Skulczyck, Jim Toner, Robert Thorn and, Chuck Longton were present. Commission Liaison Bill Caron was also present. Commissioners Marjorie Gatheral, Leonard Bunnell and John Diamantini were absent.

The Commissioners discussed recommendations for new commissioners as L. Bunnell's term is expiring and he will not return leaving three (3) vacancies.

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—April 18, 2011

Motion: That the Commission approves the minutes of April 18, 2011, as written.

Proposed by: Bob Thorn

Seconded by: Ann Mattson

Vote: Carried unanimously

B. Caron commented on the reported given by C. Buebendorf at the last Town Council meeting regarding their charge to the Commission on the informal small business survey conducted by J. Toner and L. Bunnell. The Commission has asked for clarification from the Town Council on parameters regarding the length of time that a business has operated in Montville and the types of questions that should be asked. The discussion was tabled and continued under Item 9e.

7. Communications.

None

8. Guest Speaker.

None

9. 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 suggested that the Commission sends a letter to the Town Council asking them to fill the vacancies on the Commission. He will also contact one of the recommended candidates, Willis Pike. B. Caron also announced that he is not seeking election for Mayor in November but would seek reelection to the Town Council and liaison for the Commission. Additionally, he praised the work and efforts of the Commission that he described as “renewed.”

Item 11. New Business

a. New effort to stimulate hiring in local business (Commissioner Longton). *This item was moved upon on the agenda without objection.*

C. Longton proposed that J. Toner to ask the small businesses what it would take for them to hire or rehire one new person. Discussion followed that many long-term businesses are “cash rich” but not hiring new employees. Some are bringing in family to help. J. Toner talked about the federal and state incentives that are available for businesses to hire full-time employees and what small businesses need to know in order to add new employees—reduce cost, increase demand and test the market. B. Caron suggested that this information to the businesses come from the Commission and is added to the Town website. He also urged J. Toner to contact the reporter for the Montville Times to publicize the Commission’s efforts and the Commission to utilize its budget for business cards and pamphlets for use with its small business survey. B. Caron also gave him a contact for name tags. J. Toner added that he has the time to devote to the project but needs a partner to help with it.

d. From Standing Committees.

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

Motion: That the Commission reinstates the Beautification Award to Bill Allen.

Proposed by: Bob Thorn

Seconded by: Jim Toner

Vote: Carried unanimously

Commissioner Mattson will conduct L. Bunnell who agreed to secure the plaques for the award.

e. From Special Committees.

i. SBA Committees.

Commissioner Toner reiterated the earlier discussion about the Town’s charge to the EDC for the small business survey. He asked the commissioners to think about questions for the survey and he agreed to contact Planning & Zoning for a list of businesses.

10. Unfinished Business.

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

Commissioner Toner circulated a book he borrowed entitled *Historical and Architectural Resource Survey of the Town of Montville, CT*, published in 2001 by a state-funded study. From the book, he will create a list of tour sites from and to the Town Hall. The lists will be two clusters, farming districts and mill districts with associated businesses and homes in the areas. J. Toner said he took a driving tour of the lists in 1.20 hours. He also talked about the valuable data in the book. C. Longton asked J. Toner to find out if he could borrow the book and have it put in

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PDF form. J. Toner will also seek out Attorney Chase, the Town Historian, concerning structures from the book that no longer exist. He will also forward the tour list to Commissioner Gatheral.

b. Commission Membership (Commissioner Longton).

This item was discussed earlier in the meeting.

12. Other Business.

None

13. Remarks (three minute limit).

a. From Individual Commissioners.

B. Thorn stated that it was a “good, long meeting.” A. Skulczyck told J. Toner that he had done a “great job.” J. Toner said that he is still willing to go out and meet with Town businesses to achieve “meaningful results” and added that the meeting was “great.” C. Longton thanked all of the Commissioners for their renewed efforts.

b. From Town Council Liaison.

None

c. From the Public on EDC topics.

None

14. Adjournment.

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| Motion: | That the meeting is adjourned. |
| Proposed by: | Bob Thorn |
| Seconded by: | Al Skulczyck |
| Vote: | Carried unanimously |

The meeting adjourned at 8:42 p.m.

Respectfully submitted by

Chuck Longton, Chair
Economic Development Commission

Gloria J. Gathers, Minutes Clerk