

Approved: \_\_\_\_\_

**DRAFT**  
**TOWN OF MONTVILLE**  
**ECONOMIC DEVELOPMENT COMMISSION**  
**310 NORWICH-NEW LONDON TURNPIKE**  
**UNCASVILLE, CT 06382**

**Meeting**  
**Monday, October 17, 2011**  
**7:00 P.M., Town Hall Room 203**

**1. Call to Order.**

Commissioner Chuck Longton called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance.**

**3. Roll Call.**

Commissioners Marjorie Gatheral, Mari Jurczyk, Ann Mattson, Jim Toner, Robert Thorn and, Chuck Longton were present. Town Council Liaison Bill Caron was also present. Commissioner Al Skulczyck was 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—September 26, 2011**

**Motion:** That the Commission approves the minutes of September 26, 2011, as written.

**Proposed by:** Ann Mattson

**Seconded by:** Bob Thorn

**Vote:** Carried unanimously

**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 commented that it was nice to see everyone and then reported on new businesses in the Town.

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**d. From Standing Committees.**

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

Commissioner Gatheral circulated the form that will be given to the Town Council to approve recognition of the Montville Professional Building owner, Bill Allen. For the benefit of new commissioner M. Jurczyk, M. Gatheral reviewed the criteria for the award and circulated the submission form for candidates of the award. As stated at the last Commission meeting, former Commissioner L. Bunnell has volunteered to continue ordering the plaques for the award recipients.

**e. From Special Committees.**

**i. SBA Committees.**

Commissioner Toner recapped the discussion from the September Commission meeting and the follow-up question posed by Town Council Chair D. Jacobson from a survey of Town businesses conducted by the EDC. Her question was why have businesses stayed in Montville. The Commission generated a follow-up question posed by Commissioner Longton. How can the Town help you hire a new employee or rehire a former employee? In the study, Town businesses will be chosen randomly as with the previous survey and the Commission must consider whether to talk to Town businesses that have been operating for 5 years, 10 years, or more. The time period from 2001-2006 was considered.

The Commissioners again discussed their idea for a business forum where businesses could learn about federal and state funding that is available for small businesses. Commissioner Toner commented that most small businesses will not ask for money as they think there are strings attached. The event would provide assistance to small businesses for funds and training for new employees. Participating in the Montville Chamber of Commerce it was agreed would promote the proposed forum and help publicize the Commission's interest in helping small Town businesses.

**Motion:** **That the Commission obtains a list from Planning & Zoning of startup Town businesses for the period 2001-2006 for a follow-up business survey.**

**Proposed by:** Jim Toner

**Seconded by:** Marjorie Gatheral

**Vote:** Carried unanimously

The follow-up survey will be conducted by Commissioner Toner and former Commissioner L. Bunnell, who volunteered to participate. The Commission discussed a potential time for the business forum and how long it would take to prepare for it. January-February of 2012 will be considered. The Commission discussed if there was an email system in place by the Town to communicate with Town businesses. The populous idea was to have a "business blast" printed on next year's tax mailing to businesses. J. Toner proposed having one of the colleges create a business email listing. Liaison B. Caron thought the blast was a great idea and encouraged the Commission to move forward with it. Per the Commission's request, he will speak with Mayor Jaskiewicz and the Town Planner about the business email listing and if obtained it will then be sent to Commissioner Longton.

Liaison B. Caron and Commissioner Gatheral spoke about the actions of the Montville Chamber of Commerce. M. Gatheral commented that she attends the Montville Chamber meetings as a representative for the EDC. Commissioner Longton asked whether the chair of the EDC should

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be a member of the Chamber as he would like to attend the meetings. B. Caron will check whether the Town is a member of the Montville Chamber. M. Gatheral agreed to send C. Longton notice of future Chamber meetings. B. Caron suggested that the entire Commission be notified of upcoming Chamber events.

**10. Unfinished Business.**

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

Commissioner Longton polled the Commissioners as to who had taken the proposed historic tour route, prepared by Commissioner Toner, as suggested at the September Commission meeting. Commissioners Longton and Gatheral confirmed that they had but M. Gatheral suggested an alternate route that would involve traveling more on Route 32 onto Maple Avenue, Route 163, Raymond Hill Road, Old Colchester Road and to Fort Shantok Cemetery. She will check with John Geary or John Chase, the Town Historian, about a historic house that had been moved and is now boarded up. M. Gatheral also commented on a discussion that she had with Board of Education members Deb Reed-Iler and Jim Wood about getting history teachers and students at the high school involved in the project. C. Longton suggested sites on Route 85 as D. Jacobson previously commented as it is a travel route from Bradley Airport. Commissioner Thorn agreed to send teacher Doug Wheeler's email address to Commissioners Gatheral, Toner, and Longton.

**b. Commission Membership (Commissioner Longton).**

Commissioner Longton commented that at his recommendation M. Jurczyk was now on board. B. Caron commented that he had spoken to Mr. Pike who is not interested in serving at this time. There are currently two vacancies on the Commission.

**Item 11. New Business**

None

**12. Other Business.**

Commissioner Gatheral commented that she had been reading about the pros and cons of politicians in area towns about tax incentives that she said is included in the State statutes. Liaison B. Caron commented that the decision for the same is for the towns to decide. Discussion for possible tax incentives for seniors or veterans per M. Gatheral could be a consideration. B. Caron suggested that talks for the same should begin with the Town Finance office or the Senior Center. Commissioner Toner suggested a floor space subsidy for the first year of operation of a business at \$5.00 per square foot.

**13. Remarks (three minute limit).**

**a. From Individual Commissioners.**

Commissioner Gatheral asked about the attendance of the Mayor and Town Planner at Commission meetings. B. Caron commented that their attendance is not required but the Commission should invite them to attend. Commissioner Longton suggested they attend one meeting per quarter.

**b. From Town Council Liaison.**

None

**c. From the Public on EDC topics.**

None

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**14. Adjournment.**

**Motion:**                   **That the meeting is adjourned.**  
**Proposed by:**           Ann Mattson  
**Seconded by:**         Marjorie Gatheral  
**Vote:**                     Carried unanimously

The meeting adjourned at 8:32 p.m.

Respectfully submitted by

Chuck Longton, Chair  
Economic Development Commission

Gloria J. Gathers, Minutes Clerk