

Town of Montville Economic Development Commission
310 Norwich- New London Turnpike
Uncasville, CT 06382

Meeting Minutes
Monday, October 15, 2012
7 PM - Town Hall, Room 203

1. Call to Order - Council Chair Candy Buebendorf called the meeting to order at 7 PM.
2. Pledge of Allegiance - all stood for the Pledge of Allegiance.
3. Roll Call - Present: Commissioners Gatheral, Mattson, Lariviere, Skulczyk, Thorn and Toner. Absent: Commissioner Jurczyk. Also present: Councilors Buebendorf and Caron, Christina Brycki and Michael Brycki.
4. Remarks from the Public Regarding Items on the Agenda (3 minute limit) - none
5. Adjustments to the Agenda - Commissioner Thorn requested the addition of 8C Discussion of a new project and 8D "Keeping the Machine Alive." Councilor Buebendorf requested the addition of 8E Discussion of 2013 meeting schedule. Motion to accept the additions made by Commissioner Gatheral, second by Commissioner Thorn. Vote 6-0, motion passed.
6. Approval of Minutes - November 21, 2011. Motion by Commissioner Gatheral, second by Commissioner Thorn to accept the minutes as read. Vote 6-0, motion passed.
7. Communications - none
8. New Business
 - A. Election of Officers (Chairperson, Vice-Chairperson, Secretary) - Commissioner Thorn nominated Commissioner Skulczyk for Chairman; Commissioner Gatheral nominated Commissioner Mattson for Vice-Chair; Commissioner Thorn nominated Commissioner Lariviere for Secretary. Councilor Buebendorf requested that the secretary take minutes for future meetings; Commissioner Lariviere expressed his willingness to do that. Vote 6-0, officers elected. Commissioner Skulczyk led the rest of the meeting.
 - B. Discussion of ordinance regarding vendor carts - Chairman Skulczyk distributed the 1990 ordinance governing vendor carts in Montville for commissioners' review. Discussion included regulations from nearby towns which are easier for vendors, sentiment that the current policy impedes vendors from participating in parades and fairs, that Montville needs to be more vendor- friendly whereby

these small mobile businesses can help sustain current businesses in town. Councilor Buebendorf will request sample ordinances and policies from CCM that relate to vendors. Commissioners will consider these factors and be prepared to create a draft updated ordinance at the next meeting.

- C. New Project - Commissioner Thorn distributed a plan for an indoor arena project in the planning stages to be located on Chapel Hill Road. The arena is intended to be a rental facility for sports such as indoor soccer and arena football, and also as a venue for Special Olympics activities. Discussion included questions about potential tax revenue for the town, zoning regulations, potential impact on infrastructure with increased traffic, and any other potential impediments by the town in helping to facilitate development of this project. Commissioner Toner expressed concern that a business plan include a demonstration of anticipated revenue streams to cover any loan repayments.
- D. "Keeping the Machine Alive" - Commissioner Thorn initiated discussion about how businesses in Montville are treated by other businesses. He related a story about a new business in town feeling threatened by a similar business. Businesses should not feel threatened by competitors. Commissioner Thorn complimented Commissioner Toner on creating good will among new businesses by conducting interviews and creating good communication between the businesses and the town. Commissioner Toner stated if EDC feels there are needs or problems with the town then they need to collect data. Discussed continuing surveys/ interviews of long time businesses to continue good relationships. Commissioner Toner is willing to do interviews, but would like a partner. Mr. Brycki would like data about all the businesses in town, to determine type of business and number of employees. The Town Assessor has the information available but not in a searchable format (email, etc.). Information would be great for notifying businesses of upcoming workshops, collaboration between businesses, etc. There was a suggestion that the Town Council help facilitate this happening with the EDC and the TC liaison working together. (suggestion: on tax bill request businesses to voluntarily provide the town with email address/ contact information). Get chambers of commerce involved. Councilor Caron: work with WPCA also to get info, maybe do a mailing to survey businesses. One suggestion was to use money from the EDC portion of the town planner's budget for a mailing. Chairman Skulczyk will contact the town planner. Suggested data to obtain includes: Name of company, 2-3 word description of type of business, email, phone, #employees. Each member of EDC will draft information they want to request from businesses to finalize a list at the next meeting. A suggestion was made that Chairman Skulczyk gets an update from Montville liaison to the Chamber of Commerce to know about what is happening in the business community.
- E. 2013 schedule - Councilor Buebendorf will draft proposed dates keeping in mind that if Monday is a holiday, the meeting is the following Wednesday.

9. Unfinished Business

- A. Commission Membership: vacancies, responsibilities, recruitment - Currently there are two vacancies. Commissioners encouraged Mr. Brycki to complete an application noting his participation on the commission would be beneficial for the town.
- B. Commission Goals - tabled for next meeting.

10. Remarks From the Public Regarding EDC Matters (3 minute limit) - none

11. Remarks from Commission Members

- A. Commissioner Toner requested each member consider what additional information should be added to the Proposed Business Directory of Montville beyond: Name of business, what does company do, number employees, email address, phone number, actual company address, owner/partner name, business type. He also requested that commissioners consider joining him when he conducts the next phase of business interviews which take place on Thursday afternoons.
- B. Commissioner Lariviere is glad to be on the commission. He feels this is good work to progress the business environment of the town and to project some positives for the town, and that the EDC should network within the town with the Town Council and, Planning and Zoning.
- C. Commissioner Gatheral requested that everyone write down phone and email so the new secretary can have names and numbers.

12. Adjournment - Motion by Commissioner Thorn to adjourn, second by Commissioner Mattson. Vote 6-0, meeting adjourned at 8:57.

Respectfully submitted,

Candy Buebendorf