

TOWN OF MONTVILLE
Economic Development Commission
Regular Meeting Agenda – June 18, 2018 – 7:00 p.m.
Montville Town Hall - Room 203

1. Call to Order
Chairman Hewitt called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance
All stood and pledged the flag.
3. Roll Call
Commissioners present were, Karl Butzgy (7:06 p.m.), Mickey Gillette, Christopher Napierski, Brian Quinn, Jim Toner, and Chairman Walter Hewitt. Also present was Town Council Liaison Jeff Rogers. Commissioner Christopher DiNoto was absent.
4. Alterations to the Agenda -- *None*
5. Remarks from the Public regarding items on the Agenda (3-minute limit).
Chairman Hewitt asked three (3) times for remarks. There were none.
6. To Consider and Act on a Motion to approve:
 - a. The Regular Meeting Minutes of May 16, 2018.
Motion by Commissioner Toner; seconded by Commissioner Quinn, to approve the Regular Meeting Minutes of May 16, 2018, as written. Discussion: Recording/Minutes Secretary G. Gathers noted that the agenda was for a regular meeting; not a special meeting as it was written. Voice Vote, 6-0, all in favor. Motion carried.
7. Unfinished Business:
 - a. Discussion of Montville Business Forum (Commissioner Toner)
 - i. Email sent to those that had registered, but could not attend
Chairman Hewitt commented that he received some feedback from follow-up letters he sent concerning the forum. He posted some of the letters from the recent website.
 - ii. Multiple replies indicating a desire to attend the next event
Chairman Hewitt discussed references to attendance at the next event. Potential plans for the same were discussed.
 - b. EDC Website
 - i. Town of Montville
Commissioner Napierski reported there was no change to the Town website but said links can be created off of it. He said a link could be accessed from the EDC agenda on the Town website to a blog for posts which could be edited. The links can span from the Town page to Chairman Hewitt's site and then to Facebook.
 - ii. Facebook
The Commission discussed the use of Facebook for Commission activities with Commissioner Butzgy suggesting that it be used sparingly. There have been several

“likes” to the Facebook page regarding the EDC Business Recognition plaque. The Commissioners also discussed promotional advertising for future EDC events via Patch versus *The Day* and other sources.

iii. seCTer

Commissioner Napierski reported on the meeting with N. Cowser of seCTer who gave feedback on the proposed EDC link from the seCTer website. EDC administration rights were requested to keep changes up-to-date. Chairman Hewitt spoke about the importance of having an EDC presence on the site and also mentioned the template sent by N. Cowser for review by the Commission. Commissioner Napierski handed out a printout of what is currently on the seCTer site and discussed the time it would take to update that site.

iv. Blog for EDC (Currently at <http://whewitt.com>)

Chairman Hewitt commented that creation of the website was a plan B to promote the EDC and invite feedback and follow up on Commission activities. He emphasized the need for all sites to link with each other.

8. New Business

a. Training Opportunity

i. Fundamentals of Economic Development – 6/20, 4:30 pm RSVP to djayned@gmail.com

Chairman Hewitt will attend the seminar. Commissioner Quinn reported that he heard back by email that a similar meeting could be set up in Montville. The Commission discussed economic ideas for the Town and what it needs to do as an entity to spur business for the Town. The potential of Route 32 that has a lot of commercially zoned properties but many are small. The housing boom inspired by expansion by Electric Boat was also considered. Commissioner Toner suggested that the Commission obtain and review the report by Juliette Hodge of seCTer. Chairman Hewitt proposed an invite to Tony Sheridan of the Eastern Chamber of Commerce.

b. Nancy Cowser to present next month re: seCTer

Chairman Hewitt stated that N. Cowser would speak about seCTer at the next meeting. He asked that the Commissioners review the seCTer template and forward their comments to him prior to the next meeting.

9. Report on Existing, New, Prospective Businesses (Commissioner Toner)

a. Communications Plan (In person, email, social media) Engineer Serendipity

Chairman Hewitt thanked Councilor Rogers for acquiring the report of new Town businesses. Commissioner Toner explained the former EDC practice of sending letters of welcome with an affixed handwritten note to the businesses. He suggested that the M-BAP be included with the letter.

Motion by Commissioner Gillette, seconded by Commissioner Butzgy to have Chairman Hewitt prepare and mail letters to new Town businesses as proposed by Commissioner Toner. Discussion: none. Voice Vote, 6-0, all in favor. Motion carried.

10. Townspeople and Business Feedback

a. Proposed Recipients for Business Recognition Award

Per discussion, the Commission proposed businesses for the recognition award.

Motion by Commissioner Butzgy; seconded by Commissioner Quinn, to recognize Treat's Pools & Spas for the July EDC Business Recognition Award. Discussion: Councilor Rogers will create the dedication for the award recipient. Voice Vote, 6-0, all in favor. Motion carried.

11. Report from Town Council Liaison

Town Councilor Rogers reported that he would walk the property adjacent to Camp Oakdale with a realtor and Parks & Recreation commissioners on June 19th. He reported that the property is for sale but not usable for building purposes.

12. Remarks from the Public (3 Minute limit) -- *None*

13. Remarks from the Commissioners and Town Council Liaison -- *None*

14. Adjournment

Motion by Commissioner Gillette; seconded by Commissioner Butzgy to adjourn the meeting at 8:10 p.m. Discussion: none. Voice vote; 6-0; all in favor. Meeting adjourned.