

**TOWN OF MONTVILLE**  
**Economic Development Commission**  
**Regular Meeting Minutes – October 21, 2019 – 7:00 p.m.**  
**Montville Town Hall – Room 203**

1. Call to Order

Chairman Hewitt began the meeting at 7:00 p.m.

2. Pledge of Allegiance

All stood and pledged the flag.

3. Roll Call

Commissioners present were Mickey Gillette, Heather Harris, Sheelagh Lapinski, Christopher Napierski, Jim Toner, and Chairman Walter Hewitt. Also present was Town Council Liaison Jeff Rogers and Town Council Chairman Tom McNally. A quorum was present.

4. Alterations to the Agenda

Motion by Commissioner Gillette; seconded by Commissioner Toner to move up Item 10, Report from Town Council Liaison, after Item 5 on the Agenda. Discussion: none. Voice vote, 6-0; all in favor. Motion carried.

Motion by Commissioner Hewitt; seconded by Commissioner Gillette to discuss under New Business the email from Mayor McDaniel concerning the summit at Mohegan Sun being sponsored by seCTer. Discussion: none. Voice vote, 6-0; all in favor. Motion carried.

5. Remarks from the Public regarding items on the Agenda (3-minute limit)

Chairman Hewitt asked three (3) times for remarks. There were none.

10. Report from Town Council Liaison.

Town Councilor Rogers reported he was hot into the campaign season but said he was pleased with the Forum which he and Town Council Chairman McNally attended. He said the Forum was well-run but the Commission has the ability to do a lot more and said without the support of the Mayor and Planning & Zoning it is very difficult to move forward with economic development. Town Councilor Rogers said if he remains on the Town Council or is not reelected he wanted the Commission to know how proud he was of them. Commissioner Hewitt said he hoped Town Councilor Rogers would return as he had done a good job. Town Councilor Rogers then said he hoped Town Council Chairman McNally becomes mayor to take the Commission to a whole new level as he will provide guidance and support. He also said he would take care of the plaque for the November EDC Business Recognition Award and he will “make some noise” if it is taken away. Commissioner Hewitt stated there was a lot of support and comments on Facebook regarding the plaque. *Town Councilor Rogers left the meeting at 7:09 p.m. to attend an event.*

6. To Consider and Act on a Motion to approve:

a. The Minutes of Regular Meeting of September 16, 2019.  
Motion by Commissioner Gillette; seconded by Commissioner Toner to approve the Regular Meeting Minutes of September 16, 2019. Discussion: none. Vote, 6-0; all in favor. Motion carried.

7. Unfinished Business

a. 2019 Small Business Forum Event Planning Recap

Chairman Hewitt commented the Forum was well received and that he received a phone call from someone looking for information for business development. He also reported that people who attended this year were new to the event. Commissioner Toner commented that Charter Oak and Chelsea Groton Bank wanted to be involved but said he explained they were called but he had gotten no feedback. He also suggested the Forum should be held every 2-3 years and the moderator should mention the name of the audio. Commissioner Napierski said there were at least as many persons attending as last year (20-25) and said there was a good mix of them visiting the participant tables for information. He also asked if there was feedback from the survey given out at the event. Chairman Hewitt said he had some but the comments were basic. Commissioner Toner said from a marketing perspective there should have been 200 attendees present stating that Chamber of Commerce and SCORE are marketing experts. He added the Commission needs to reach out and figure out how to sell the event and draw people to it. Commissioner Harris planning time for a March 2021 event should be 18-21 months. The Commission agreed that marketing and promotion for the Forum should be broader and done better.

b. Montville real-estate properties for development.

Chairman Hewitt reported that he communicated with Monica who will look into the properties information provided by Town Planner Vlaun and incorporate the information on the . Commissioner Napierski asked if information was sent out about properties that had money invested. Chairman Hewitt it might be true but had no feedback on it.

c. Mohegan Tribe and our request for contact information regarding retention of businesses vacating the casino.

Commissioner Toner reported he spoke with Town Council Chairman McNally prior to tonight's meeting about his exhausted communication efforts with the casino. Town Council Chairman McNally said he reached out a month ago but also had received no feedback. He said the meeting was a positive one and efforts should continue to be pursued. He then thanked the Commission for the work they are doing and apprised it of 12 Town properties that were taken over the past years and are now are up for sale that Commissioner Toner said could be found on the website and Planning & Zoning minutes. *Town Council Chairman McNally left the meeting at 7:25 p.m.*

d. EDC Websites -- Updates

i. Town of Montville

Commissioner Napierski said he had made not changes but said it would be nice if the

Commission could control the EDC web pages. Chairman Hewitt said the website upgrade was contracted and the wishes of the Commission were made known.

ii. Facebook – *No report*

iii. seCTer – *No report*

iv. Blog for EDC (Currently at <http://whewitt.com>) – *No report*

e. New Business Report.

Chairman Hewitt stated he sent out letters with business cards and the EDC brochure requesting they contact him with questions but has not gotten a lot of responses. He also said he has Town envelopes that he uses.

f. Business Survey

Commissioner Harris reported she was working on redoing the survey in email form. She also said she will submit notes from the Chamber project and will reach out to contacts she has made from the same. She said topics discussed were a West Rock property stating other towns have similar areas, wind farm prioritizing over shipping ventures, and roads. Commissioner Toner said the Town Planner has information on the deep port property.

8. New Business

a. Proposed Operating Budget for FY 20/21.

Chairman Hewitt discussed the proposed budget for the next fiscal year stating that spending was low this year. The Commission discussed potential costs for postage and marketing for the Forum and said if more funds were spent a case could be made for more funds. The question was asked whether the EDC came under the auspices of Planning & Zoning. Commissioner Toner said he would check with the Town Planner.

b. Training Conferences.

Chairman Hewitt commented that information on training conferences he receives from Mayor McDaniel and he mentioned the information on the upcoming seCTer summit. He said if anyone who wanted to attend an event this line item is used for it.

c. seCTer Mohegan Sun Summit.

This item was discussed previously during the meeting.

9. Townspeople and Business Feedback

a. Proposed Recipients for Business Recognition Award

Chairman Hewitt said the Commission should think about potential recipients. Commissioner Gillette suggested getting a list of all town businesses and Chairman Hewitt agreed to get the list and circulate it.

10. Report from Town Council Liaison – *This item was moved up on the agenda.*

11. Remarks from the Public (3-minute limit)  
Chairman Hewitt asked three (3) times for remarks. There were none.
12. Remarks from the Commissioners and Town Council Liaison -- None
13. Adjournment  
Motion by Commissioner Gillette; seconded by Commissioner Toner to adjourn the meeting at 7:52 p.m. Discussion: none. Voice vote, 6-0, all in favor. Meeting adjourned.

Respectfully submitted by,

Gloria J. Gathers  
Recording Secretary, Town of Montville