

SPECIAL MEETING

MINUTES ECONOMIC DEVELOPMENT COMMISSION JANUARY 7, 2014 – 9:00 A.M. TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Present: Mathanool, Obrey, Dowling, Wood
Staff: Norris
Others: Bob Frink, William Smith, Jay Dempsey, Andrew Lavery

The meeting was called to order at 9:08 a.m.

II. ELECTION OF OFFICERS

MOTION: To nominate George Mathanool as Chairperson.

Motion made by Dowling, seconded by Obrey.

MOTION: To nominate Susan Dowling as Vice Chairperson.

Motion made by Mathanool, seconded by Obrey.

MOTION: To nominate Lian Obrey as Secretary.

Motion made Mathanool, seconded by Dowling.

MOTION: To elect the slate of officers as nominated.

Motion made by Dowling, seconded by Mathanool. Motion passed unanimously.

The Commission requested a formal letter of resignation from Paul Yatko. Staff will follow up.

III. PUBLIC COMMUNICATIONS

Obrey discussed a letter she received concerning the reuse of William Seely School in conjunction with abutting Chipperini property. Discussion ensued regarding a recent newspaper article and the status of this potential development. The discussion expanded into an EDC role in the process and a budget to support EDC.

The Commission requested staff set up a meeting with the Town Manager to discuss the Seely-Chipperini development status, the EDC budget, and membership.

IV. APPROVAL OF THE MINUTES OF DECEMBER 5, 2013

Obrey moved to approve the minutes of the December 5, 2013. Motion was seconded by Mathanool and passed unanimously.

V. OLD BUSINESS

1. Business Incentives

Commissioners discussed that the EDC should get back to the Town Council and incentives should be presented to the Council as part of a larger economic development program.

2. Economic Gardening

Smith of the RTM suggested that the Commission review a web-based training seminar. A discussion of business identification followed. Wood discussed assistance available from seCTer.

3. Programming/Speaker List

A request was made to invite John Scott to the next EDC meeting to discuss his Economic Development Corporation proposal.

Discussion was held about inviting Chambers of Commerce representatives to discuss economic development in the area.

The Commission also discussed providing assistance information to businesses. Wood was asked to put together an information session for businesses and other interested parties in March. This could include seCTer and S.B.D.C. The Commission proposed that this be held at the Senior Center. Wood will advertise this event.

II. NEW BUSINESS

Staff informed the Commission that work is continuing on a “How To” guide for businesses.

III. REPORT OF COMMITTEES

The POCD was briefly discussed and that it should guide long range economic development. During the discussion it was recommended that all members of the EDC, RTM, and Town Council should fill out the online survey.

IV. REPORT OF STAFF

Staff reported on attendance at RTM Community Development and Services Committee special meeting to discuss corporations. Staff provided the Commission members with the same Strategic Economic Development handout given to the committee. A discussion of Economic Development Corporations followed and staff recommended that the Economic Development Commission members read/reread the Strategic Economic Development Plan, July 2006, particularly those sections referring to Economic Development Corporations.

The Commission discussed ways of improving communications between the Town staff, other economic development entities and the EDC.

A discussion was held about having a meeting with all Economic Development stakeholders in the Town and whether the EDC or Town Council should facilitate the setup of that meeting.

Other suggestions were:

- Ask Chambers of Commerce representatives to attend the EDC meetings

- EDC meet on a regular basis with the Town Council Economic Development Committee and the RTM Community Development and Services Committee.

Mathanool asked that as the Chair, his email address be added to the Economic Development web page so that he and the Economic Development Specialist can receive “Rants and Raves” at the same time.

V. ADJOURNMENT

The meeting was adjourned at 11:59 a.m.

Susan Dowling, Secretary
Economic Development Commission

Prepared by Rick Norris
Program/Project Manager