

## REGULAR MEETING

### MINUTES ECONOMIC DEVELOPMENT COMMISSION OCTOBER 3, 2013 – 4:30 P.M. TOWN HALL ANNEX – COMMUNITY ROOM 2

#### I. ROLL CALL

Present: Mathanool, Dowling, Smith  
Staff: Clarke  
Other: Bob Frink

The meeting was called to order at 4:36 p.m.

#### II. PUBLIC COMMUNICATIONS

None

#### III. APPROVAL OF THE MINUTES OF MAY 2, 2013

Mathanool moved to approve the minutes of the May 2, 2013. Second: Smith.  
Approved 3-0.

#### IV. OLD BUSINESS

##### 1. Business Incentives

Commissioners discussed information to present to Town Council that will clarify the Business Incentives changes that are proposed. Staff will put together proposed slides and share with EDC to begin framing discussion more clearly.

##### 2. Economic Gardening

Staff mentioned that C-PACE is hopefully going to be a tool to “break the ice” with businesses. Building relationships is the key to successful Economic Gardening.

Commissioners discussed what level of funding is appropriate to successfully operate an Economic Gardening program.

#### V. NEW BUSINESS

##### 3. “How To” Guide

Staff reported that a “How To” guide is being considered that would explain how to open a business in Groton and provide resources for new businesses. Staff is also working on a parking guide for downtown Mystic.

EDC members indicated interest in helping with the “How To” guide. Staff will set up a workshop session for commissioners to attend and help with the writing.

##### 4. 2014 Meeting Schedule

The Commission discussed the meeting time and determined that 4:30 is still the best meeting time. Dowling moved to approve the 2014 meeting schedule. Mathanool Seconded. Approved 3-0.

#### VI. REPORT OF COMMITTEES

1. Update to Plan of Conservation & Development – Report from Liaison

Smith reported that the POCD update is moving forward on track. The next meeting is scheduled for October 17<sup>th</sup> at 6 pm.

2. Groton Business Association – Report from Liaison

Smith reported that the GBA recently hosted a “Business Before Hours” at the Marine Science Magnet School. Clarke noted that Rick Norris has attended from OPDS.

3. City of Groton Community & Economic Development Committee – Report from Liaison

Smith reported that banners for Bridge Street and Thames Street will not be installed until the Spring of 2014.

VII. REPORT OF STAFF

Staff will request the analytics from the IT department for the Economic Development site- are the numbers up?

Staff mentioned that the Pirate Invasion in downtown Mystic is coming up on October 6<sup>th</sup> and that the GBA Fall Festival takes place on October 12<sup>th</sup>.

VIII. ADJOURNMENT

Motion made by Mathanool to adjourn at 5:57 pm. Seconded by Dowling. Approved 3-0.

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Susan Dowling, Secretary  
Economic Development Commission

Prepared by Kristin Clarke  
Economic Development Specialist