

MINUTES
ECONOMIC DEVELOPMENT COMMISSION
December 1, 2016 – 4:45 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 1

I. ROLL CALL

Present: Cote, Dowling, Preka, Young, Melin, Denno, Mathanool (5:02p), Legnos (5:10)
Absent: Hatcher
Other: Nault, Valente, Obrey, Smith
Staff: Bronk, Eisenbeiser, Post

The Chair called the meeting to order at 4:49 p.m.

II. APPROVAL OF MINUTES

November 3, 2016

MOTION: To approve the minutes of the November 3, 2016 meeting

Motion made by Dowling, seconded by Cote; so voted unanimously

III. PUBLIC COMMUNICATIONS-

IV. REPORTS

1. Chairperson – Preka was in touch with staff and commission members throughout the month.
2. Appointments –Denno and Melin introduced themselves to the commission followed by introductions by the rest of the commission members and liaisons.
3. Staff– Staff report was previously submitted by email for review.

ADZ- Review of the application was completed last week with expected approval anytime.

Great Blue- The final report was presented to the Town Council on November 22nd and will present to RTM on January 11th.

Public Property Redevelopment-
517&529 Gold Star Hwy- Discussions with development teams are ongoing.

Mystic Oral School- Staff met with DECD, the agreements are being prepared by attorneys for signatures. Staff had a meeting with Groton Open Space in regards to the property in early November.

Groton Heights- Staff is anticipating and RFP to be released in early 2017.

Marketing/Web- The RFP will be released by years end.

TIF- Staff presented to council on November 22nd. The Council was supportive and it will be on the agenda for the Town Council for resolution on Tuesday, December 6th. There are two projects currently that would like to use TIF.

Incentives- Bronk stated that Eisenbeiser had already been working on an incentive brochure. Upon conclusion of the Greatblue survey data showed that businesses weren't aware of what incentives were offered or what they would qualify for. The document will be ready for release in the next couple of months.

Wayfinding signage- The RFP has been completed and will be released this month.

Economic Assistance Fund – The draft is in good form. Staff will bring it before the EDC at the January meeting and then to Town Council to seek approval.

Growing in Groton Guide- A draft of this document to assist new business interests has been developed. A final review of the document will be done before printing.

4. Liaisons:

Groton Business Association – Valente reported that the last meeting for GBA was on November 17th at Groton Utilities. They gave a presentation on the renovation project at its water plants. There have been new memberships within the GBA. They have not released a calendar yet for 2017. The GBA will be providing members with information regarding the “Water Resource Protection District”. Representation from the business community is needed at the zoning meetings regarding this item. The GBA will assist Staff with website branding.

Downtown Mystic Merchants – Valente stated that the tree lighting, lighted boat parade, and Santa arriving by tugboat was well attended. The next event will be the holiday stroll and luminaria on Tuesday, 12/6. DMMA are having their annual meeting where they will be voting in the new board on 12/7. The Greater Mystic Chamber will hold their annual breakfast meeting on 12/8.

RTM – None

Town Council – no report

V. OLD BUSINESS

1. Strategic Planning Meeting Summary- Bronk provided recommendations for 2017. Three EDC members submitted recommendations which were compiled to a bulleted list and distributed for the meeting. Bronk stated he felt business visitation and promoting knowledge of and updates to the business incentives should be the top priorities. Preka agreed and added that creating and using EDC subcommittees as work groups would be another top priority for him. Cote stated that the members need to continue to attend other meetings (TC/RTM etc.) but that it is important to get out to the businesses. Cote stated that both the market analysis and the Greatblue survey state it. Nault suggested

getting a list of the newer business and start visiting those. Young agreed, requesting to have a recommendation of businesses to visit. Preka asked that everyone go to one business before the January meeting. Bill Smith will provide a list of the new chamber members as a place to start. Preka stated that the action plan is to go to one business in the next month and bring back information to the January meeting. Cote volunteered to draft a one page ambassador outreach report for commissioners to use and will email to staff.

2. General EDC Discussion –
Legnos is part of EAMA. They have reached out to EB in hopes to be able to work with EB.

Nault attended the CTNEXT meeting and thinks it will be great for the area. Bronk expanded stating it is an active program. Mathanool stated that the goal is to create new business and jobs for the area. Obrey stated it is a big deal to have New London, City of Groton, and Town of Groton working together with the river as the spine.

Legnos left at 6:04

3. Zoning Update – A Zoning update was previously enclosed in the November Agenda Packet. Bronk stated that the EDC was supportive in the request for funding for the overhaul of the zoning regulations. The first third of this effort is the “Water Resource Protection District” effort. Wednesday night the zoning board will be presented with the changes. A request for EDC support will happen most likely in February. A factsheet is being prepared by staff.
4. Annual Report – The annual report was emailed to the commission prior to the meeting. The recommendations have been discussed but the commission has not settled on them at this time. Young stated that at that at the very least outreach should be listed. Cote wants to approve the annual report with the understanding that the recommendations would be voted on at the next meeting. Preka agreed to this as there will still be time to approve recommendations and present to the Town Council in January. Preka said he would contact Town Council to request a date in January to present the EDC Annual Report.
Cote made a motion to approve the annual report with the understanding that recommendations will be added, Young seconded.

V. ADJOURNMENT

Motion to adjourn at 6:25 pm was made by Dowling, seconded by Denno; so voted unanimously.

Catherine Young, Vice Chair/Secretary
Economic Development Commission

Prepared by Lauren Post
Office Assistant II