

MINUTES
ECONOMIC DEVELOPMENT COMMISSION
December 7, 2017 – 4:45 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 1

I. ROLL CALL

Present: Dowling, Preka, Young, Cote, Legnos, Brooks, Hatcher, Mathanool (5:13)
Absent: Melin
Other:
Staff: Bronk, Eisenbeiser, Post

The Chair called the meeting to order at 4:48 p.m.

II. APPROVAL OF MINUTES

November 2, 2017

MOTION: To approve the minutes of the November 2, 2017 meeting.

Motion made by Dowling, seconded by Hatcher; so voted unanimously.

III. PUBLIC COMMUNICATIONS-
None

IV. REPORTS

1. Chairperson - Preka did not submit a formal report, he thanked the commission for their support the past two years. Preka feels the commission is moving in the right direction. Preka also stated that he supports all the local business and has always endorsed the EDC.
2. Staff- Staff report was previously submitted by email and was reviewed by Bronk.

Marketing/Website – The website launched the end of November. It will be the major platform used for promoting Groton.

CT Next/Innovation Places – Staff participated in the hiring of a local company to design the TRIP website. Bronk attended the Aerospace Components Manufacturer’s (ACM) in Hartford. Bronk stated that it is the model for the Undersea Technology that they hope to grow in Groton.

CT Port Authority - Nautilus Dock Grant: The grant was awarded. The Town Manager will reach out to the Navy to coordinate the transfer of funds.

Town/City EDC Meet and Greet – This was held on November 29th, it was a successful event.

Wayfinding Signage Plan – Staff has participated in several meetings with BETA. Final sign designs as well as sign locations are being reviewed.

Moodys Bond Review – Staff is participating in answering questions from Moody’s regarding the bond rating for the town.

Mystic ED RFP – Staff is waiting for the state to give comments on the RFP.

Groton Heights – Staff gained zoning amendment approval. This zoning amendment will also apply to 18 Thames Street.

3. Liaisons

Groton Utilities – Report was previously submitted by email for review.

GBA – Preka reviewed the GBA report that was previously submitted for review.

DMM – Preka reviewed the DMMA report that was previously submitted for review.

Business Outreach – Cote reported that the main objective for their last subcommittee meeting was to better organize the business listing. Eisenbeiser reviewed the business listing, how it was filtered, and why businesses were added. This list will be kept up to date, with updates being made as to who signed up to visit a business and when a business was last visited. Cote stated that currently only five commissioners are participating in outreach. Cote is looking for participation from all of the commissioners. Cote noted the purpose of the background summary discussion in the subcommittee meeting was for use in the annual report. Regarding follow up after businesses are visited, Cote stated they were trying to develop a scripted letter or some sort of correspondence for commissioners to send back to the business that was visited. Legnos asked what happens with the information, and if there are there any metrics. Cote stated that they don’t have enough data at this time. Bronk suggested that they come up with suggestions for measuring the data at the next subcommittee meeting and bring it to the next regular meeting.

Legnos left at 5:34p

V. OLD BUSINESS

1. General Discussion –

Restructuring of the meeting agenda – Melin submitted an option via email for changes to the current agenda. Hatcher stated she doesn’t support the recommendation changing the agenda. Hatcher said that the Chair should decide how the agenda was managed. Young suggested that Melin prepare a revision to the agenda for the next meeting and they will put it on the agenda for a vote. It was agreed that the By-laws will be added to the January agenda and that Young would reach out to Melin requesting him to submit the proposed agenda outline for a vote.

2. Annual Report – A draft of the annual report was submitted for review in the packet. Bronk stated that they can bullet the highlights at the beginning of the

report and expand on them in the body of the report. Cote stated that this report will be presented to a new Council; they don't have all the background information. Cote also suggested showing a pie chart of the businesses and the breakdowns in categories. Cote will provide a pie graph chart. Young stated that the brochure would be a nice thing to add as well as adding specific date to when the ADZ was approved. Hatcher suggested that the meeting with the Town Manager be added. Preka suggested all guests who came to speak should be added. Young asked when the report would be done; Dowling stated that the goal is to have it done by years end.

3. 2018 Goals – Preka stated he felt the goals should be brief and Outreach should be a priority. Mathanool thinks that the Town EDC/New London EDC should meet to see if there is any collaboration. Cote asked if he would collaborate with Stonington, Mathanool stated that New London would be a stronger place to collaborate with regarding Economic Development. Young stated that she would like one of the goals to state that they come up with a project with the City EDC. Hatcher stated there was an email circulating with five goals on it and she thought those were the goals they would vote on. Bronk stated that email isn't the way to conduct business, and that it cannot continue. It was decided that the recommendations for goals in 2018 be submitted to Post via email where they will be compiled and submitted for a vote at the January meeting.

V. ADJOURNMENT

A motion to adjourn at 6:17 p.m. was made by Dowling, seconded by Hatcher; so voted unanimously.

Dave Cote, Secretary
Economic Development Commission

Prepared by Lauren Post
Office Assistant II