

MINUTES  
ECONOMIC DEVELOPMENT COMMISSION  
April 5, 2018 – 5:30 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 1

I. ROLL CALL

Present: Young, Cote, Brooks, Melin, Legnos, Groves, Mathanool, Dowling,  
Wright (5:34),  
Absent: Hatcher, Preka  
Other: Valente, Obrey, Gianacoplos, Franco, Whitehouse (5:53)  
Staff: Burt, Bronk, Eisenbeiser, Post

The Chair called the meeting to order at 5:31 p.m.

- II. PUBLIC COMMUNICATIONS – Nancy Cowser, Executive Director of Southeastern Connecticut Enterprise Region (seCTer) – Cowser provided the commission with an overview of seCTer, the core mission of the organization, what they do, and the goals for the future. Cowser stated that they work closely with the Town and commended the Town for their work. Cowser supplied the commission with a handout of the presentation.

III. APPROVAL OF MINUTES

March 1, 2018

MOTION: To approve the minutes of the March 1, 2018 meeting as amended.

Motion made by Melin, seconded by Groves; so voted unanimously.

ITEMS OF BUSINESS

1. Economic Development Collaboration Sub Committee – Melin gave a recap from the first subcommittee meeting. Melin provided the EDC with information received from Nancy Cowser of seCTer with the business associations from surrounding areas. The goals of the subcommittee as well as next steps were reviewed. It was decided that Stonington and City of Groton would be the two areas that the subcommittee would reach out to.
2. 2018 Guest Speaker Criteria – Young thanked those on the EDC that supplied suggestions. The criteria for selecting speakers was discussed, most importantly making sure that the speaker is relevant to what the EDC is working on. Young will compile a list of names for the commission to vote on at the next meeting.
3. EDC Brochure Revisions – Bronk reported that staff has looked at the current brochure that the EDC is using and suggested that the brochure isn't serving the EDC as best as it could. Bronk suggested the EDC might like to modify the brochure. Eisenbeiser gave some suggestions on what a new brochure could entail. Bronk stated that a committee could be formed to create new material or staff could design something and bring it to the commission. EDC decided to have staff draft an updated brochure for the commission to look at.

4. Review/Approval of the Specific Objectives to accomplish the 2018 EDC Goals- Cote reviewed two handouts compiled by Cote and Bronk. Cote asked for feedback on these items. The EDC decided their objectives would be to attend special Town meetings and other functions/events requested by OPDS as needed, and to distribute reference of the new [www.exploremoregroton.com](http://www.exploremoregroton.com) website and help get people to sign up by email for notifications.

#### IV. REPORT OF CHAIR AND STANDING COMMITTEES

Chairperson - Chair report was included in the agenda packet and sent previously via email. The report was reviewed by Young.

Economic Assistance Fund – Bronk reported that he and Eisenbeiser held a meeting with the Economic Assistance Fund Committee. One application was brought forward. The applicant was seeking assistance with road and sewer improvements. Comments on the application were made by the committee and staff is having further conversations with the applicant. The final application will be brought back to the subcommittee. If the subcommittee approves of the application staff will bring the full package to the EDC for a vote. The next step after EDC approval will be taking it to Town Council.

Business Outreach – Cote reported that there were five outreach reports submitted this month. The outreach list was passed around for people to sign up to do outreach. Valente and Whitehouse stated they would help with outreach.

#### V. REPORT OF STAFF

Staff report was included in the agenda packet and sent previously via email. The report was reviewed by Bronk.

Melin asked if staff could explain the incentives that are available. Bronk will add it to a future agenda for review.

Cote pointed out the significance of TIF and to have that tool is a big accomplishment stating it will be a real game changer for development.

#### VI. REPORT OF LIAISONS

Town Council - Franco reported that the Town Council would be busy as they prepared to listen to presentation from departments for the budget.

RTM – Whitehouse reported they will be heading into budget season after the Town Council and will be busy as well.

Mystic Chamber of Commerce – Valente reported that business advocacy is important to the chamber. They are watching what is going on in Harford with a new proposed hotel tax. May 31<sup>st</sup> is the annual business update, Joe Courtney will speak. The Chamber is working on the wayfinding initiative, helping with the potential kiosk by Bank Square Books. The major initiative they are focusing on is the gift card to replace the chamber dollars, it is currently moving forward. They are working on the youth workforce development program, training high school students on soft skills.

DMMA – DMMA report was included in the agenda packet and sent previously via email. The report was reviewed by Gianacoplos.

Groton Utilities – Groton Utilities report was included in the agenda packet and sent previously via email. Brooks stated there was nothing new to report.

VII. ADJOURNMENT

Meeting was adjourned at 7:46.

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Karen Hatcher, Secretary  
Economic Development Commission

Prepared by Lauren Post  
Office Assistant II