



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke – Director of Administrative Services

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Economic Development Task Force
2. **Date of submission:** December 4, 2013
3. **Date of Board Meeting:** December 9, 2013
4. **Individual or Entity making the submission:** Deputy First Selectman Nancy Haase
5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Discuss and possibly take action to form an Economic Development Task Force (EDTF).

6. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):

Nancy Haase, 860-508-5761, nhaase@simsbury-ct.gov

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

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An Equal Opportunity Employer  
8:30 – 7:00 Monday  
8:30 - 4:30 Tuesday through Friday

Recommend the EDTF be chaired by Hiram Peck and made up of a member of the Chamber of Commerce and SMSF, two (2) members of the BOS and EDC, a member of the Zoning Commission as well as 4 to 5 residents with professional experience in real estate development and marketing. Hiram Peck to identify members, not to exceed 12 members. Consultation from a representative of Connecticut Main Street Program is also recommended.

The EDTF would be formed as a Temporary Board to serve through 12/7/15. Its mission, to be more specifically defined by Hiram Peck and the board members, would include but not be limited to:

- Developing an Economic Development Retention and Expansion Plan.
- Guiding Phase 2 of the Marketing Study.
- Evaluating ED programs at the State and National level to recommend programs appropriate to existing businesses and future targeted businesses.
- Recommending policies/procedures/processes to make economic development a top priority.
- Assessing the ripple effect to area business impacted by the loss of The Hartford and recommend how best to support and sustain them.

**8. Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**

*The following documents are included with this submission and attached hereto:*

N/A