



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## **Economic Development Commission**

Wednesday, August 28, 2019

5:30 pm

Program Room 2, Simsbury Public Library, 725 Hopmeadow Street

## **REGULAR MEETING AGENDA**

### Call to Order

- 1) Introduction of New Member
- 2) EDC Work Plan
  - a) Update from work streams/teams
    - Business Recruitment, Retention and Outreach
      - i. September 18<sup>th</sup> Business Roundtable
    - Business Incentives
      - i. Presentation of Research
      - ii. Project Evaluation Framework
    - Support Entrepreneurs/Marketing
    - Strategic Vision
- 3) 2018/2019 Annual Report and Presentation to the Board of Selectmen Discussion
- 4) BOS Tourism/EDC referral regarding Tourism Committee duties and membership composition
- 5) Housekeeping Items
  - a) Reports/updates to and from EDC, Planning, Zoning, and Board of Selectmen liaisons
  - b) Sustainability Team Appointment
- 4) Minutes
  - a) July 24, 2019

### Adjournment

**Notes from meeting with Jim Burke  
Economic Development Commission Director (full time position)  
Windsor, Connecticut**

Jim – emphasized that he believes that there are two important ways to attract and maintain businesses in a community. These are in order of importance:

1. Process - interaction with town decision makers must be “efficient, smooth, transparent, understandable, predictable, time is money philosophy” – all major decision makers in one area of town building – planning, zoning, building, fire marshal, public health, all share common open space – share clerical staff, every Tuesday all meet together with proposed business to go each project with owners, give feedback, also structure presentations to each decision maker in sequence
2. Incentives – target desirable businesses, in their case initially biotechnology, engineering – added in last several years projects with “significant fiscal income impact” – very selective – only 8 projects since 2006 (**see attached**)  
“Don’t go overboard but show welcoming attitude”  
Types of Incentives – tax abatement, discount permit fees, tax increment financing (e.g. vacant old mill into condominiums)

Evaluating projects applying for incentives – process – case study  
Walgreens distribution center

1. Walgreens representatives met with Jim and town manager – to understand project from town and Walgreens point of view
2. Application form completed by Walgreens and then Walgreens meeting with Jim, town manager, and Economic Development Commission
3. Decide to support application – town manager then meets with their equivalent of Board of Selectman and Walgreens
4. Then referred to Finance Committee which is a sub committee of the Board of Selectman
5. If approved by Finance Committee sent back to Board of Selectman who have final authority to approve the project

Overall Town Goal – commercial (real estate) makes up 40% of tax base

Village of Great Pond – wanted to encourage housing in corporate, industrial area – realized that most of their workers were commuting from outside of town – was an undeveloped site – needed a lot of infrastructure – town agreed to revenue sharing plan – 50% of tax revenue would go to infrastructure cost – agreed to by town and builder – on going project

Benchmarking study of business incentives offered by various towns in Connecticut (**see attached**)– done by intern in Jim's office.

**Town of Windsor**

**Comparison of Economic Development Abatement Projects**

<b>Company</b>	<b>Minimum Investment in Facility per Agreement</b>	<b>Minimum Investment in Personal Property per Agreement</b>	<b>Minimum Total Investment per Agreement (A+B=C)</b>	<b>Annual Average Abatement Percentage on Real Property</b>	<b>Length of Abatement Period</b>	<b>Year Approved</b>
Walgreens	\$80.0M	\$88.5M	\$168.5M	100%	7 years	2006
Amazon.com	\$50.9M	\$50.5M	\$101.4M	60%	5 years	2013
Hartford Life	\$70.13M	\$16.4M	\$86.53M	70%	5 years	2007
ING (Voya)	\$65.0M	\$7.5 M	\$72.5M	70%	5 years	2006
Dollar Tree	\$42.5M	\$17.5M	\$60.0M	40%	4 years	2013
Emhart Glass	\$7.06 M	\$11.5M	\$18.56M	30%	3 years	2006
Windsor Station	\$14.1M	NA	\$14.1M	40%	4 years	2014
Leipold, Inc	\$3.0M	\$3.0M	\$6.0M	30%	3 years	2016
Fabcon	\$11M	\$300K	\$11.3M	50%*	4 years	2016

**NOTES:**

\* Fabcon base abatement of 40%, plus 5% for higher wages and 5% for incorporating sustainable element in facility

Projections do not reflect impact of future property revaluation or assessment appeals

	12-65b			Enterprise Zone	TIF	Local Incentives	
	Utilizes	Written Policy	Restrictions	Eligible	Written Policy	Utilizes	Type
Avon	N	N/A	N/A	N	N	N	N/A
Berlin	Y	Y	3 year 50/40/30 abatement. Has done one 7 year in 2017. >\$150,000 for office, manufacturing, warehouse, storage, or distribution, recreation facility, new restaurants other than fast food. >\$50,000 for redevelopment of existing retail.	N	N	Y	Façade program, infrastructure loan program
Bloomfield	Y	Y	For new businesses minimum \$1 million up to 50%, up to 5 years. For existing business minimum \$500,000 up to 50%, up to 5 years	Y	WIP	N	N/A
Canton	Y	Y	Must increase value of taxable property by minimum \$100,000. 5 year 60/60/50/40/30	N	Y	N	N/A
Cheshire	Y	May be used no specifics	Case-by-case	N	N	Y	Off-site infrastructure improvements
Cromwell	Y	Y	Case-by-case	N	N	N	N/A
East Granby	Y	N	For select industries only	Y	N	Y	Considering regional incentive package through BDL
East Hartford	Y	Y	None	Y	N	Y	Façade program
East Windsor	N	N/A	N/A	N	N	N	N/A
Enfield	Y	Only on website	None	N	N	N	N/A
Farmington	Moratorium	N/A	N/A	Y	N	N	N/A
Glastonbury	N	N/A	N/A	N	N	N	N/A
Groton	Y	WIP	Case-by-case	Y	Y	Y	Local Economic Assistance Fund – Grants for Infrastructure
Hamden	Y	Y	Extensive schedule	Y	N	Y	Small business loan program, property improvement grants, building permit fee waivers, contaminated sites/remediation incentives, local economic development corporation, local business assistance center.
Manchester	Y	Only on website	Can fix assessment from 50% of the improved value to any point of value for between 2 and 7 years.	N	N	Y	Downtown Manchester development incentive program, personal property tax forgiveness, negotiation of tax lien sales, employee training incentives, brownfield redevelopment
Mansfield	Used one time	N	N	N	N	N	N/A
Middletown	Y	Y	Case-by-case	N	N	Y	Building fee abatements are case-by-case, non-financial incentives as well
Newington	Y	N	N/A	N	N	Y	Unofficial policy - Tax assessment fixing agreement for projects exceeding \$50 million of investment
Old Saybrook	N	N/A	N/A	N	WIP	N	N/A

Rocky Hill	Y	Y	Up to 100% of increased assessed val abated up to 7 years for >\$3 million. Up to 50% of the increased assessed val abated up to 5 years for >\$500,000. Up to 50% of the increased assessed val abated up to 3 years for >\$100,000. 12-65b less health services, transient residential, permanent residential, structured multilevel parking, and transportation facilities.	N	N	N	N/A
Simsbury	Y	Y	Not more than 7 year abatement for ≥ \$3 million. Not more than 2 years for \$500,000 - \$2,999,999. Not more than 3 years for investment equal to 50% of the increas in the assessment. Retail businesses to be set by Ordinance.	N	N	Y	Waiving or reduction of any town permit fees for targeted businesses and industries, infrastructure rebate program
South Windsor	Y	Y	None	N	N	Y	Road construction, utility extension, and improvement assistance
Southington	N	N/A	N/A	Y	N	N	N/A
Suffield	Y	Y	None	Y	Y	Y	Road Construction, Utility Extension, and Improvement Assistance
Vernon	Y	Y	For office, manufacturing, warehouse, storage, or distribution, information technology, and retail and residential with restrictions. 50/40/25 for >\$100,000. 75/50/25 for >\$1,000,000. 75/75/50/50/25/25 for >\$3,000,000. Other restrictions apply.	N	N	Y	Blighted/vacant property
Wallingford	Y	Y	Manufacturing, office, and housing in the incentive zone. Separate schedules for each use.	Y	N	Y	Electric bill discount for taking vacant space within the Town Center.
West Hartford	N	N/A	N/A	N	N	N	N/A
Wethersfield	Y	Y	12-65b less mixed-use development and health systems. Extensive schedule.	N	N	Y	Façade program
Windsor	Y	Y	Manufacturing firms, class "A" office space, and offices for advanced medical procedures. Extensive schedule for new and existing business.	Y	Y	Y	Building permit fee reductions, commercial property rehab exemption, façade program
Windsor Locks	N	N/A	N/A	Y	Y	N	N/A

# **SIMSBURY BUSINESS INCENTIVE PROGRAM – SUMMARY**

## **Purpose**

To attract new businesses, while retaining and expanding resident businesses. The goals of this program include one or more of the following: generating additional tax revenue, lasting employment opportunities, providing quality goods and services, improving the aesthetics of the community, preserving a historic site, providing desirable recreational and entertainment opportunities.

## **Types of Businesses Targeted by This Policy**

Corporate headquarters and satellite offices  
Research and high technology facilities  
Manufacturing facilities  
Existing Simsbury business expansion  
Mixed-use development of a building or site  
New or existing recreational or entertainment businesses  
Retail stores

## **Types of Assistance Available**

**Tax abatement** – the assessment of real property may be reduced for a period of time

**Waiving or Reducing of any Town Permit Fees** – reduction amount is variable depending on impact of proposed project

**Infrastructure Rebate Program** – partial rebate for infrastructure that is located in the public right of way

## **Application Requirements and Procedures**

### **Step 1**

Applicant submits a Business Development Assistance Application, supplied by the town, to the Director of Planning, who will recommend

to the Business Development Committee and the Town Manager, a Business Development Incentive based on the application.

**Step 2**

The Business Development Committee, in consultation with the Town Manager, will review the application and recommendation and resolve any issues with the applicant and appropriate town staff.

**Step 3**

The Business Development Committee and the Town Manager make a final recommendation to the Board of Selectman.

**Step 4**

Upon preliminary approval by the Board of Selectman, the Town Manager will work with the applicant and the town attorney to draft a legal contract that assures that all the provisions of the Business Development Incentive Program will be met.

**Step 5**

In order for the incentive to become official the Board of Selectman must approve the final Business Development Incentive(s) in contract form by majority vote. The Board of Selectman shall then authorize the Town Manager to sign the proposed final contract as approved in form by the town attorney.

# Project Evaluation Framework & Discussion Guide

## *Economic Impact – H, M, L*

- Does the project increase the Municipal Grand List?
- Does the project add to or retain the job base?
- Does the site contribute to the Civic & Recreational aspects of Simsbury?
- Does the site create a new, viable commercial environment?

## *Infrastructure - H, M, L*

- What is the impact on traffic, public safety and schools?
- Is the infrastructure in place for the proposed development or will it require water or sewer expansion?
- How will the project impact abutting and / or property values?

## *Design - H, M, L*

- If there is an historic element, does the project preserve the building or site?
- Does the project align with the various recommendations or charrettes of previous studies for the Town “look & feel”?
- Is the project “walkable” and promote the viability / living in the Town Centers or village centers?
- Will open space or recreational lands be positively impacted?
- Does the project promote smart growth, sustainability and resiliency?
- How energy efficient and / or environmentally sensitive is the project?

## *Compliance - H, M, L*

- Is the project consistent with the adopted Plan of Conservation and Development (POCD)?
- Is the project consistent with the adopted guidelines for Community Design?
- Does the project comply with the established and adopted principles of Low Impact Development (LID)?

H – High  
M – Medium  
L - Low

# Town of Simsbury Economic Development Commission

Yearly Update  
October 2018 – September 2019

*Draft*

## Agenda

- Economic Development Commission (EDC) Mission & Team Members
- Overview of Economic Development in Simsbury and the Role of the EDC
- Initial Workstream Requests and Team Assignments
- Accomplishments to Date with Individual Workstreams
- Plans for next 6-12 Months
- Q&A Session
- Appendix

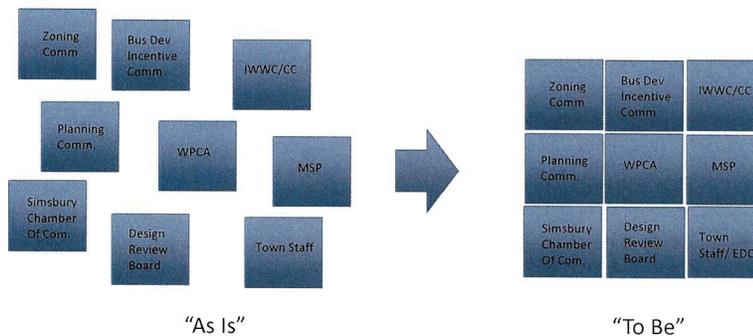
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## Economic Development Commission (EDC) Mission & Team Members

- EDC Mission Statement
  - *The Commission shall serve as an advisory board to the Board of Selectman. The purpose of the Commission shall be to promote and develop the economic resources of the Town and to advance the Town's economic development goals as defined by the Board of Selectman. The Commission shall be empowered to conduct research into economic conditions and trends, and to collaborate with community organizations which promote economic development.*
  
- Team Members
  - Bob Crowther, Chair
  - Tom Earl - Business Incentives, liaison to Business Development Committee
  - Bill Freeman – Support Entrepreneurs, Liaison to Design Review Board
  - Brooke Freeman - Support Entrepreneurs, liaison to MSP
  - Ron Jodice – Liaison to Zoning Commission
  - Peter Van Loon – Business Incentives, liaison to Business Development Committee
  - Charmaine Seavy – Marketing, liaison to Tourism
  
- Staff Members
  - Maria Capriola, Town Manager
  - Melissa Appleby, Deputy Town Manager
  - Mike Glidden, Director of Planning & Community Development
  - Lisa Gray, Director of Simsbury Chamber of Commerce
  - Sarah Nielsen – Executive Director of Main Street Partnership
  - Bill Rice – ex officio member from the Planning Commission
  - Jackie Battos – ex officio member from the Zoning Commission
  - Cheryl Cook – Simsbury Board of Selectman

**Draft**

The role of the EDC is to create an environment that will enable economic development to occur in Simsbury through effective communication and efficient processes



- **Communication** – The EDC will work across the groups to share information, help identify issues and assist in problem solving. We will do this by attending each others meetings, having a liaison to the other commissions, and reporting to the larger group.
  
- **Process** – Having efficient Economic Develop Processes will ensure that Simsbury is being responsive to existing and future business owners. We will do this through our Business Outreach process and continuous improvement of the Approval Process Cycle.

**Draft**

The Commission was initially tasked with four (4) Work Plans.

- Initial 4 Work Plans
  1. *Business Incentives* – Review incentive programs used in CT and make recommendations regarding which options the Town should pursue
  2. *Strategic Vision* – Review the past studies conducted on economic development in Simsbury and identify items that should be implemented
  3. *Business recruitment, retention and outreach* – Develop a formal, coordinated process for communicating with businesses
  4. *Support entrepreneurs* – Refresh the Town’s branding and marketing materials to attract businesses

***Draft***

Business Incentives work efforts and results to date

- EDC Leads – Peter Van Loon, Tom Earl with Maria Capriola

***Draft***

*Strategic Vision* - From the recommendations of the multiple Town Studies, the Economic Development Commission is working on four (4) additional Work Streams

EDC Leads – Bob Crowther with Melissa Appleby

- Overall conclusion from reviewing the multiple Town Studies
    - Many of the recommendations have already been or are in the process of being implemented
    - Several recommendations align with the initial four (4) workstreams to be worked by the EDC
  - *Additional four (4) Workstreams for EDC Members*
1. Review the application approval process for any new or existing land use proposals to ensure it is as efficient and effective as possible
    1. Work ongoing - Ron Jodice with Mike Glidden, Jackie Battos
  2. Review and amend Land Use regulations to consolidate and simplify zoning regulations to facilitate economic development
    - Work ongoing – Mike Glidden
  3. Create an Economic Development Project Evaluation and Discussion Guide –
    - Work ongoing to integrate overall framework with efforts by the Business Development Committee – Bob Crowther, Melissa Appleby
  4. Create an orientation and continuous education process for commission members
    - EDC Team will update existing orientation binders with new content as the Work Plans evolve

*Draft*

*Business Recruitment, Retention and Outreach* – A process has been implemented to create relationships with Simsbury’s major businesses as well as getting input from local businesses quarterly

- EDC Lead – Bob Crowther with Maria Capriola, Mike Glidden
- A process has been created to ensure yearly meetings with Simsbury Town Management & top Simsbury businesses
 

– Curaleaf	January
– Drake Hill Mall	February
– Dyno Nobel Inc	March
– Ensign Bickford Aerospace & Defense (EBAD)	April
– Highcroft Simsbury LLC	May
– Hoffman Brothers Auto	June
– McLean Home Care	July
– Micro Semi	August
– Mitchell’s Auto	September
– Simsbury Town Shopps	October
– Simsmore Square Enterprise	November

*Draft*

Note – I do not know the schedule, so needs to be edited

Two Roundtable events have been held over the past 5 months with participation from XX Simsbury business owners.

**June 12th Attendees:**

- Westminster School
- Edens Property Management
- The Riverview
- Anthology of Simsbury
- Simsbury/Liberty Bank
- Bosco's Nursery
- Ensign Bickford Realty
- The Winehouse
- The Ensign House
- The Masters School
- Fitzgerald's
- West Street Wine & Spirits
- Welden Hardware
- Story Teller Cottage
- Bill Selig Jewlers

**September 18<sup>th</sup> Attendees**

**Draft**

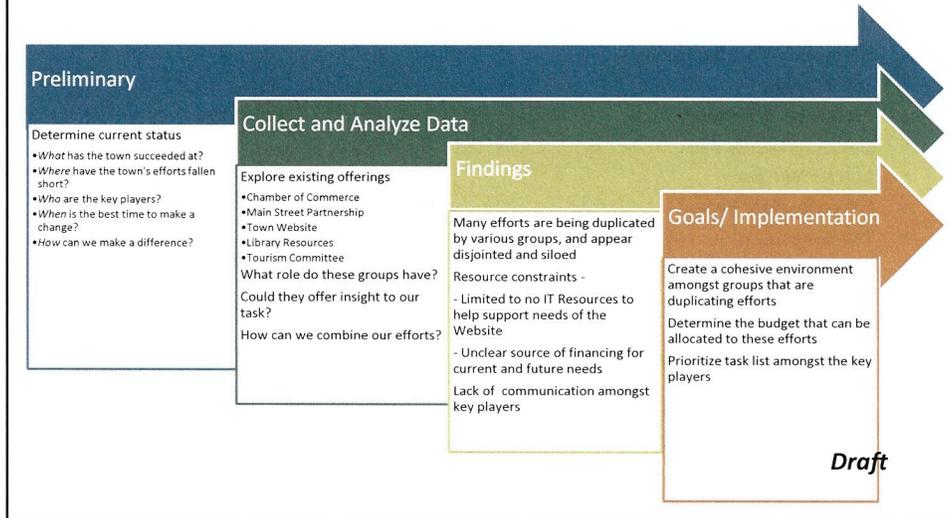
The feedback from the first workshop provided a base of information that will serve as a foundation for future events

- **Major themes from the discussion**
- *Simsbury should strive to become a communicative, forward-thinking community encompassing a balance between commercial and residential needs to produce meaningful experiences and attractions for members of the community*
- **Implications to Town Policies/Programs**
- *Communication:* Lack of communication between town government and businesses cause unforeseen consequences to business owners. Communication with the State, the Town and local Businesses continues to be important and can improve.
- *Signage:* The inconsistent and restrictive approach to signage policy hinders businesses and limits the clientele base.
- *Parking/Traffic:* Lack of parking spaces and traffic control (heightened during special events) is a major issue for storefront properties. Traffic congestion along Route 10 will be a challenge as the new apartments & other developments come online. The Town needs to continue to look at transportation alternatives, i.e. ride shares, shuttle services.
- *Marketing/Advertising:* The multiple platforms for daily/upcoming events are detrimental to businesses because the information is scattered rather than clear, concise and in a single location. There must be a streamline of information to one specific platform so businesses can easily inform and reach their customers. Social media should be a viable platform for the town to promote local business events. Businesses want to attract younger generations (20-40 year-olds) by building/creating new structures to promote new experiences. (Brewery, Technology Work Space, Uber/UberEats, Airbnb).
- *Town Appearance/Geographic Divide:* Abandoned properties detract from the welcoming appearance of Simsbury. Continue to look for ways to make the Town more walkable, attract people to live downtown. Look for ways to better integrate Tariffville and the north and south ends of Town with the Main Street businesses of Simsbury.
- *Town Culture:* While the Town Staff is friendly and professional, there is a culture of saying "no" to businesses that hinders new projects. The Town needs to find ways to say "Yes". The Permitting Process, while improved, could be more efficient. Zoning, Wetlands and Sewage Commissions could be more responsive.
- *Tax/Fees:* Certain elements of Town taxes and fees (i.e. Eno Hall) are cost prohibitive to small businesses. Look to build a tax base that is balanced (commercial & residential) and compatible with the town vision and established culture.
- **Benefits of Town Policies/Programs**
- *Community:* Simsbury promotes a scenic and welcoming community with lots of amenities (i.e. cultural and recreational activities) that produces a positive experience for residents and tourists. It has become a destination location for people outside the state. The town is able to attract and retain residents. It needs to continue to develop, maintain and capitalize on these features to grow tourism and other businesses in town (i.e. hotels, restaurants, retail).
- *Police/Emergency Services:* The responsiveness, adaptability, and compassion of town emergency personnel produce excellent services to businesses and customers.

**Draft**

*Support Entrepreneurs* – The workstream will be a long term effort as it expands to include overall marketing from design of the Town Website to participation in the Hospitality & Tourism Task Force

- EDC Leads – Brooke Freeman, Bill Freeman with Sarah Nielson



Going forward, the Team will continue to implement work on existing workstreams and entertain new initiatives

- Plans for next 6 – 12 months ???
- Questions / Comments / Feedback ????

*Draft*

To: Board of Selectman

Cc: Maria Capriola, Melissa Appleby, Joe Buda, Dominique Avery, William Freeman, Bob Crowther

From: Eric Wellman

Re: Tourism/EDC Recommendation - **DRAFT**

At our June 24<sup>th</sup> Board of Selectman meeting, the Board asked the Tourism Committee and Economic Development Commission (EDC) to provide a recommendation on how these two committees will interface going forward to ensure greater coordination. On July 26<sup>th</sup>, the above representatives from the Tourism Committee and EDC met to discuss. The purpose of this memo is to summarize the recommendations. I am writing this memo in my capacity as liaison to both of these committees, but the recommendations provided are those of the people named above.

**Recommendation 1:** A person with tourism expertise should be appointed to fill the vacant slot on the EDC (the open position is designated tourism).

Rationale: Tourism is a critical component of economic development, especially in Simsbury. This statement is backed up by the findings of the Fairweather Report.

**Recommendation 2:** The person who fills the Tourism role on EDC will be responsible for relaying to the Commission key activities of the Tourism Committee and will serve the EDC on the marketing work stream.

Rationale: The Fairweather Report details the strong tourism assets that Simsbury has, but says that Simsbury needs to better tell its story. Therefore, this individual would be a natural fit for the marketing work stream.

**Recommendation 3:** The Tourism Committee will continue in its current form, provided the Town commits to a minimum of \$5,000/year in funding to be used at the discretion of the Tourism Committee. This funding would be separate and above what is currently provided to the Chamber of Commerce.

Rationale: Many of the activities of the Tourism Committee rely on volunteers, but others require a modest level of funding. Examples include printing brochures, and a town map that feature key destinations. Many committee members feel that their time is not being well used.

**Recommendation 4:** The Town should pilot the concept of a hospitality taskforce for a period of 1 year. The task force would be coordinated by Town staff and be comprised of representatives of the various groups that play a role in tourism/economic development (ex: Bike/Ped Advisory Committee, business

owners, Main Street, Chamber, Flower Bridge, Performing Arts Center, etc...). The taskforce would meet once per quarter for the purpose of sharing information and coordinating activities.

Rationale: There are numerous groups across Simsbury that are doing fantastic work that impacts tourism and economic development, yet much of their work is not coordinated. The taskforce is an opportunity to break down silos and build relationships to foster greater collaboration.

**Recommendation 5:** After a period of 1 year, we will evaluate the success of the Hospitality Taskforce and use that output to inform how to organize efforts going forward.

Rationale: The problem the Hospitality Taskforce would be solving is the challenge of communication & coordination across the various groups / organizations to help drive economic development. At that time we may be able to consolidate the number of town committees, but we should let the process drive that outcome.

**Recommendation 6:** The recommended number of seats on the Tourism Committee is 16.

Rationale: The Tourism Committee does not see an advantage to limiting the number of members.

In conclusion, I want to re-emphasize that while this memo is coming from me, I am summarizing the consensus of the July 25<sup>th</sup> meeting.

Respectfully,

Eric Wellman  
First Selectman



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## Economic Development Commission Regular Meeting Minutes - DRAFT

Wednesday, July 24, 2019 at 5:30pm  
Simsbury Public Library, Program Room 2 – 725 Hopmeadow Street

### **Call to Order**

The meeting was called to order by Chairman Bob Crowther at 5:30pm. Commission members Bill Freeman, Peter Van Loon Ron Jodice, Brooke Freeman, and Carrie Meckel were present. Ex officio member Bill Rice, Chair of the Planning Commission, was also present. Staff members in attendance included Melissa Appleby, Deputy Town Manager; Michael Glidden, Director of Planning and Community Development; and Tom Fitzgerald, Management Specialist. Others in attendance included Lisa Gray, Executive Director of Simsbury Chamber of Commerce.

### **1) EDC Work Plan**

#### **a) Update from work streams/teams**

- *Business Recruitment, Retention and Outreach* – Mr. Crowther presented a draft list of potential businesses for the next roundtable event. He notified the commission members that if there is a business not listed that they would like added to the list that we can do that as there isn't a hard cap on invites to send out. The next roundtable is September 18<sup>th</sup> with the location still to be determined.
- *Business Incentives* – Mr. Van Loon expanded on what he learned from the previous roundtable event and asked if the commission and staff could give him guidelines on what is used when recruiting business to town so he could reach out and network with potential opportunities. Mr. Glidden mentioned this outreach is typically done through the planning office or the Town Manager's Office but that he could meet with Mr. Van Loon to share some thoughts.
- *Support Entrepreneurs/Marketing* – Ms. Freeman gave an update that they are working with Main Street Partnership to see if a potential resource is available for marketing material.
- *Strategic Vision* – Mr. Jodice asked the group to discuss what the next steps are with the permit process now that the analysis was done. Mr. Jodice mentioned that potentially a small group of commission members could work together to evaluate the process and spot areas in the process that could make it easier for prospective applicants.

## **2) Housekeeping Items**

### **a) Reports/updates to and from EDC, Planning, Zoning, and Board of Selectmen liaisons**

Mr. Jodice asked the commission if they should take a position on Short Term Rentals. The group talked about the idea and concept and asked if reviewing the concept was in their duties outlined by the Board of Selectmen.

Mr. Rice and Mr. Glidden provided updates from the Planning Commission on 80 Climax Road.

Ms. Meckel provided an update on the work of the Sustainability Team, which is working on bronze-level certification through the Sustainable CT program. She described the method of how the Team is going about to achieve that certification. Ms. Meckel mentioned a possible idea of a survey that asks residents what they leave Simsbury to purchase. This report could be shared with businesses to possibly add to what they already stock to attract more local support as well as to businesses that may look to come to Simsbury to offer an underserved service.

## **3) BOS Tourism/EDC referral regarding Tourism Committee duties and membership composition**

Ms. Appleby informed the commission of the referral from the Board of Selectmen, including a memo from Ms. Capriola that was included in the meeting material. The Board of Selectmen wants the EDC to think about what the relationship between the EDC and the Tourism Committee is from each point of view. Mr. Crowther asked the group to think how promoting the town could help promote business and how promoting businesses can help promote the town as a tourist destination. Mr. Crowther stated this could be a common goal of the two groups.

## **4) Minutes**

### **a) June 26, 2019**

Mr. Freeman made a motion to approve the minutes as presented. Mr. Van Loon seconded the motion. All were in favor and the motion passed.

## **Adjournment**

The meeting was adjourned at 6:25pm.

Respectfully submitted,

Thomas Fitzgerald  
Management Specialist