



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Economic Development Commission **Regular Meeting** **Minutes - DRAFT**

Wednesday, August 26, 2020 at 5:30pm
Virtual Meeting Broadcast Live via SCTV

Call to Order

The meeting was called to order by Chairman Bob Crowther at 5:33pm. Commission members Bob Crowther, Peter Van Loon, Brooke Freeman (joined at 6:01), Charmaine Seavy and Ron Jodice were present. Ex officio members Eric Wellman (First Selectman) and Bill Rice (Planning Commission) were also present. Staff members in attendance included Melissa Appleby, Deputy Town Manager, Mike Glidden, Director of Planning and Community Development, Andrew 'Sherm' Sherman, Business Resource Center Coordinator and Thomas Fitzgerald, Management Specialist.

1) Business Recovery

a) Temporary Outdoor Dining for Restaurants

Mr. Glidden gave an update on outdoor dining for restaurants in town including the Governor's permit extension through November 16th, and a newly announced plan for the Millwright's parking lot.

b) Oral Report from Main Street Partnership

Mr. Crowther read a statement from Ms. Nielsen in her absence. Main Street is continuing with communicating with their business partners and PPE distribution. Mr. Crowther explained Main Street's new art contest for school age children.

c) Oral Report from Chamber of Commerce

Ms. Appleby said that Ms. Hilyard sends regrets for her absence, and that she is happy to work with the EDC in its long-term recovery outreach efforts.

d) Oral Report from Business Resource Librarian

No new updates from last EDC meeting.

e) Outreach to Stakeholders

Mr. Crowther informed the group of his continuing reach out to stakeholders in Town. He said he is hearing the concern is the next 6 months and how winter may impact limited operations based on current guidelines.

2) 2019-2020 Work Plan Updates

a) Business Incentive Policy

Mr. Van Loon informed the group of the status on the Business Incentive Policy, including the pending review by the Town Manager's Office and finalization for consideration by the Board of Selectmen.

b) Co-working Spaces

Mr. Van Loon prepared a one-page document for the group to review. Mr. Van Loon stated he envisions this process starting with private landlords creating space with a hope of the Town starting public spaces later. Mr. Van Loon will discuss the draft document further with Ms. Hilyard and Mr. Sherman. There was a discussion on how COVID limits may affect co-working; Mr. Sherman gave an update on what the Library is planning to do to follow the guidelines.

c) Business Outreach

Ms. Appleby informed the group the Town Manager's Office is looking into ways to reschedule the missed meetings with businesses because of the pandemic with virtual meetings being considered.

d) Marketing

Ms. Seavy inquired about funds for the marketing materials. Ms. Appleby noted that the funds from FY20 will need to be approved by the Board of Finance to roll over to FY21. Once this occurs, the Town Manager can execute the contract.

3) Update on EDC Requests to the Board of Selectmen

a) Informal Business Outreach

Mr. Crowther gave a review on the item.

b) Assisting With Chamber of Commerce Projects

Mr. Crowther noted that there may be an opportunity to support the Government Affairs Committee.

c) EDC Members Assigned to Development Projects

Mr. Crowther gave an update on a meeting between Ms. Capriola and Mr. Glidden in regards to assigning EDC members to specific projects. It was mentioned it was a good idea but there would need to be parameters to follow the rules of the zoning and permitting process of developments.

4) 2019-2020 EDC Annual Report

Ms. Appleby informed the group that the October 14th Board of Selectmen meeting is being targeted for the EDC to present their annual report. Mr. Crowther said he will send the draft report to the group for their thoughts. The group will discuss and do a final review of the draft document at their September meeting.

5) Minutes

a) July 22, 2020

Mr. Jodice made a motion to approve the minutes as presented. Mr. Van Loon seconded the motion. The motion passed unanimously.

Adjournment

The meeting adjourned at 6:31pm.

Respectfully submitted,
Thomas Fitzgerald
Management Specialist