



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Economic Development Commission
Regular Meeting
Minutes - Approved

Wednesday, October 23, 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 5:31pm. Commission members Brooke Freeman, Ron Jodice, and Tom Earl, were present. Ex officio members Bill Rice, Chair of the Planning Commission, Jackie Battos, Zoning Commission, and First Selectman Eric Wellman were also present. Staff members in attendance included Michael Glidden, Director of Planning and Community Development; and Tom Fitzgerald, Management Specialist. Others in attendance included Sarah Nielsen, of Simsbury Main Street Partnership.

1) Housekeeping Items

- a) **Selection of Chair for November 2019 – October 2020:** Bob Crowther said he enjoyed his time as Chair of the EDC and unless anyone objected he would like to continue in that role. The Commission approved Bob Crowther as Chair by consensus.
- b) **Selection of Vice Chair for November 2019 – October 2020:** Bob Crowther explained that former member Carrie Meckel was the Vice Chair and after her resignation there was never another one appointed. After some discussion Tom Earl said he would welcome the role. Tom Earl was approved as Vice Chair by consensus.
- c) **Sustainability Team Representative:** Former member Carrie Meckel was also the EDC Liaison to the Sustainability Team. Bob Crowther has been filling in as an interim basis and said he enjoys that role and would like to be the EDC Liaison to the Sustainability Team. The EDC members approved Bob Crowther as EDC Liaison to the Sustainability Team by consensus.
- d) **Liaison Appointments for November 2019 – October 2020:**
 - i. **Zoning:** The current Zoning Liaison Ron Jodice said he enjoys this role and would like to continue in it. Ron's appointment as Liaison to the Zoning Commission was approved by consensus.
 - ii. **Design Review Board:** It was agreed to table this to the next meeting for the members who weren't present.
- e) **2020 Regular Meeting Schedule:** Tom Fitzgerald reviewed the draft schedule for the 2020 EDC meetings noting for the Commission that the current 4th Wednesday of the month was carried over to the next year with 3 exceptions: the May, November and December meetings would be on the 3rd Wednesday of the month. Mr. Jodice mentioned that those 3rd Wednesday meetings might conflict with other Boards or

Commissions but other than that he agreed with the schedule. Bob Crowther made the motion to approve the draft 2020 Economic Development Commission Meeting Schedule as presented, Ron Jodice seconded the motion. The motion was approved unanimously.

2) Minutes

a) August 28, 2019

Mr. Crowther made a motion to approve the minutes as presented. Mr. Jodice seconded the motion. All were in favor and the motion passed.

3) 2018/2019 Annual Report and Presentation to the Board of Selectmen Discussion

Mr. Crowther went over the outline of the presentation and asked any members if they had any edits to the material. He invited any EDC members to join him at the October 28th BOS meeting where he will be giving the presentation. The group reviewed and discussed the material and suggested edits.

4) Economic Development Work Plan

Mr. Crowther had the group review the current work plan and asked for them to send him updates for the next year by November 10th so they can be forwarded to the Town Manager's Office for inclusion on the following BOS meeting.

5) Economic Development Goals List

First Selectman Wellman stated he and the Board of Selectmen like what the EDC have been doing and that the BOS would be adding new goals for the upcoming year.

6) EDC Work Plan Update from Work Streams/Teams

a) *Business Recruitment, Retention and Outreach* – Mr. Crowther updated the group on the September 18th Roundtable event. He mentioned that there were themes present consistently in both Roundtables but that this one had a focus on parking and focus only being on the downtown area instead of town wide for all business. Mr. Crowther informed the group they had some comments about changing the format to increase turnout at these events and referenced back to Mr. Earl's comment earlier in the meeting about having a speaker come in to talk to the businesses, as well as changing the location and time of the event to be cognizant of different types of business in town.

b) *Business Incentives* – Mr. Earl commented on the memo provided in the meeting packet about Businesses Incentives written by Board of Finance members Lisa Heavner and Rob Pomeroy and how it was helpful. Mr. Crowther asked if Mr. Earl could coordinate with Mr. Van Loon to potentially start a draft business incentive policy that the group could then work through and forward on to the BOS.

c) *Support Entrepreneurs/Marketing* – Ms. Freeman stated that her and Ms. Seavy still have to meet and that the work being done by this work team is ongoing.

- d) *Strategic Vision* – Mr. Jodice provided a document of items that came up in a discussion with Town Staff on how to improve the flow of projects for the town. The group commented on each item discussed and whether the change need could be done/is being done through zoning regulations updates or if it required a charter change. Parts of this update were given to Town Staff to incorporate into the presentation that is being done on Monday.

Adjournment

A motion to adjourn the meeting was made by Bob Crowther, seconded by Tom Earl, and approved unanimously. The meeting was adjourned at 6:35pm.

Respectfully submitted,

Thomas Fitzgerald
Management Specialist