



## Economic Development & Improvement Commission (EDIC)

Regular Meeting – Thursday December 10, 2015 – 12:00 Noon  
Town Manager’s Conference Room, First Floor, Town Hall  
AGENDA

1. Call to order - Mark Trahan called the meeting was called to order at 12:00 PM
2. Attendance and Quorum (6 members required)  
Chairman Mark Trahan, Vice-Chair Gioia Zack, Dorcas McHugh, Dan Silver, Leslie Civitello - Chamber of Commerce, Mark , Judy Keane, Peter O' Keefe, Jeff Bridges - Town Manager, Tony Martino - Town Council, Peter Gillespie - Director of Planning and Economic Development and Denise Bradley - Assistant Planner.
3. Old Business
  - a. Vacant Property Updates –  
Peter Gillespie reported on the following properties:
    - 1000 Silas Deane Highway - Announcement made. Details are still being worked out for Ashley Furniture to demolish the existing building and construct an 80,000 regional headquarters and small showroom. STEAP grant funding of \$200,000 to assist with the demolition is still available.
    - 341 Jordan Lane - Recent Inquiry to discuss a similar use and plans to reuse the existing building.
    - 1178 Silas Deane Highway - Preliminary concept plans have been made available for review.
    - Back Lane - Application pending for a 20 lot single-family subdivision. Working its way through the land use process including Inland Wetlands and Planning & Zoning.
    - 295 Ridge Road - Conducting neighborhood meetings. Permit process will commence in the next few weeks. The tax incentive was executed and signed.
    - 207 Church Street - Renovate existing building for mixed use commercial and residential and to construct a residential multi-family building in the rear.
  - b. Grant Project Status
    - Heritage Walk – HFPG and CT Humanities - Peter Gillespie reported on the installation of the signs. Tentative ribbon cutting will be scheduled for Wednesday, November 25th at lunchtime.
    - Church/Main Street Intersection - Peter Gillespie reported on the progress of the site improvements. The temporary 4 way stop has been incorporated.
    - STEAP 2014 – 1000 Silas Deane Highway/Façade Funding - Peter Gillespie discussed this item during the vacant properties update. No additional report was given.
4. New Business
  - a. Welcome Wagon - Sample of Welcome Wagon to promote the new program.
  - b. Salute To Business – December 9 - Wednesday evening. Award notifications have been sent. Mike Zaleski from Riverfront Recapture is willing to attend as a keynote.
  - c. Town Guide and Calendar
  - d. Façade Application – 965/967 Silas Deane Highway
5. Other Business –

6. Reports
  - Town Manager's Report – Jeff Bridges reported on the new Town Council and Board of Education swearing in. Budget process is beginning. The High School project is approximately 2/3rds complete.
  - Town Council Liaison's Report – Tony Martino reported on the highlights of the last Town Council meeting.
  - Planning & Zoning Commission Liaison's Report – Peter Gillespie reported on the application for an indoor/outdoor restaurant at Putnam Park - 100 Great Meadow Road.
  - Tourism Commission Liaison's Report – Dorcas McHugh reported on the recent visit from a Commercial Travel Writer from the Huffington Post.
  - Chamber of Commerce Liaison's Report –Leslie Civitello reported on the following:
    - Business After Hours - Kathy's Urgent Care November 12th
    - Small Business Saturday - November 28th
    - Holidays on Main - December 3rd
    - State of the Town - January 28th at 8 AM
    - Dance to Support the Fireworks - Early February
    - Business Expo - April 7th
    - Fireworks - June 4th
7. Chairman's Report – Mark Trahan made a motion to support Holidays on Main with a \$500 donation.
8. Sub-Committee Reports
  - Marketing and Communications - Nothing additional to report.
  - Financial Strategies - Nothing additional to report.
9. Minutes – October 2015 Meeting - Not available for review.
10. Next Meeting – Thursday, January 14, 2016.
11. Correspondence - There was no additional correspondence.
12. Adjournment - The meeting adjourned at 1PM.

Respectfully submitted,

Denise Bradley, Assistant Planner