



Economic Development & Improvement Commission (EDIC)

Special Meeting – Thursday April 21, 2016 – 12:00 Noon
Basement Level Conference Room, First Floor, Town Hall
MINUTES

1. Call to order – The meeting was called to order at 12:02 PM
2. Attendance and Quorum (6 members required) - Chairman Mark Trahan, Vice Chair Gioia Zack, John Adamian, Ken Lesser, Peter O’Keefe, Dorcas McHugh, Marco Pace, Mirella D’Antonio, Judy Keane, Dan Silver, Jeff Bridges – Town Manager, 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 status of the following properties:
 - 245 Main Street
 - 32 Garden Street
 - 1000 Silas Deane Highway
 - 1178 Silas Deane Highway
 - 432-442 Silas Deane Highway
 - 295 Ridge Road
 - b. Grant Project Status
 1. Heritage Walk – HFPG and CT Humanities – A panel unveiling event will take place on Saturday, May 28th during the Heritage Weekend festivities at the Kenney Memorial Cultural Center.
 2. STEAP 2014 – 1000 Silas Deane Highway/Façade Funding – No report given.
 - c. Façade Application
 - 1321 Silas Deane Highway – Joe Moruzzi – Peter Gillespie presented details of the façade funding request for a new exterior treatment of the building totaling \$46,000. Peter O’Keefe made a motion to fund the \$23,000 request. Gioia Zack seconded the motion and all voted in favor.
 - 574 Silas Deane Highway – Shop Rite Hardware – Peter Gillespie detailed the request for a new exterior façade treatment, signage, windows replacement, exterior lighting and roof trim totaling \$43,730. Dorcas McHugh made a motion to fund the \$21,865 request. John Adamian seconded the motion. Peter O’Keefe noted the motion was subject to the tenant providing a copy of the lease agreement. All voted in favor.

4. New Business
 - a. Welcome Wagon – Denise Bradley reported on the status of the program. The original 50 bags have been distributed so a new order of bags will be placed and a request for businesses to submit more materials will be sent out.
 - b. Budget 2016/2017 – Peter Gillespie noted that the Budget Session for the EDIC will take place on Saturday, April 23rd at the Community Center. Jeff Bridges discussed an overview of the budget status.
 - c. Great Elm Initiative – Mark Trahan noted that 3 bids had been received for the site logo design. Mr. Trahan detailed each proposal and discussed the recommendation made by the Marketing Subcommittee to contract with Diana Stutz for \$2,180.00. Ken Lesser made a motion to accept the recommendation of the Marketing Subcommittee. Dan Silver seconded the motion and all voted in favor.
5. Other Business – No other business was discussed.
6. Reports
 - Town Manager's Report – Jeff Bridges reported on the 2016-2017 Budget status.
 - Town Council Liaison's Report – Anthony Spinella – No report was given.
 - Planning & Zoning Commission Liaison's Report – Dan Silver reported on the agenda items from the April 19th Planning and Zoning Commission meeting including the following items:
 - CIP Budget
 - 1024 Silas Deane Highway - Goodyear
 - Tourism Commission Liaison's Report – Dorcas McHugh reported on recent Tourism Commission items including:
 - Sending a representative to the Regional Planning Conference in Maine.
 - Wethersfield's recent designation as one of the Top 10 Most Beautiful Towns in CT
 - Chamber of Commerce Liaison's Report –Leslie Civitello – No report was given.
7. Chairman's Report – Nothing additional to report.
8. Sub-Committee Reports
 - Marketing and Communications – Nothing additional to report.
 - Financial Strategies – Nothing additional to report.
9. Minutes – Ken Lesser made a motion to approve the minutes as submitted. Gioia Zack seconded the motion and all voted in favor.
10. Next Meeting – Thursday May 12, 2016
11. Correspondence - There was no correspondence.
12. Adjournment – The meeting adjourned at 1:27 PM

Respectfully submitted,

Denise Bradley – Assistant Planner