

Wethersfield Tourism Commission
Special Meeting Minutes

Tuesday June 18, 2013 5:00 pm
Town Hall, Town Manager's Conference Room

- 1) Call to Order – Chair Traczyk called the meeting to order at 5:04 p.m.
- 2) Roll call (5 members required for quorum)

	Present	Absent	Excused
Chris Traczyk, Chair	x		
Katie Sullivan, Vice Chair	x		
Charlie Forsdick	x		
Elaine St. Onge	x		
Charles Ford	x		
Shireen Aforismo	x		
Dorcas McHugh		x	
Ellen Spratlin	x		
Cynthia Riccio		x	
Carol Hall (alternate)	x		
Jenna Delay (alternate)		x	

Also present: Peter Gillespie, Town Planner/Economic Development Manager.

- 3) Approval of Minutes – April 2013 – Carol Hall motioned to approve the minutes, Charlie Forsdick seconded the motion and all members present voted in favor.
- 4) Open issues (Old Business)
 - a) Updates
 - i) Rack and Postcard Design – Peter Gillespie reported that the Pita Group had completed the rack card design for the Spring/Summer distribution. A brief discussion was held regarding the value of the creation of a postcard. Mr. Gillespie will set up a meeting with the Pita Group to discuss.
 - ii) Wayfinding Signage Program – Mr. Gillespie noted that several additional signs had been installed including a parking sign on Main Street that has been leading to some confusion for parking at the Keeney Center. Mr. Gillespie is now working on the next phase of signs.
 - iii) Vibrant Communities Initiative Grant – Masonic/Comstock Ferre – Draft report from CME Associates has been presented and a public meeting is scheduled for July 10 at 7 pm in Town Hall. Chair Traczyk and Mr. Gillespie briefly summarized the findings. Mr. Gillespie reported that there is a prospective new owner for the Masonic Building who has filed an application with the ZBA for a variance to use the building for residential purposes. Mr. Forsdick made a motion to have staff submit a letter of support to the ZBA for approval of the residential use of the property, Mrs. Sullivan seconded the motion and the vote showed all members in favor.
 - iv) Main Street Investment Fund Grant – No word on grant status from State DECD. Mr. Gillespie has asked the State delegation to inquire further.

- v) Wethersfield Heritage Trail – HFPG Grant – Chair Traczyk reported that a \$17,500 planning grant has been received conditioned upon receipt of funding to implement the project. Mr. Gillespie is looking into other funding mechanisms including the CT Humanities.
 - vi) Website Redesign and Update – Chair Traczyk reported that the website has now gone live still working on a few issues, Elaine St. Onge has a few comments that she will pass on.
- 5) New Business
- a) Budget 2013/2014 – Mr. Gillespie reported that the proposed Tourism budget was approved at \$16,750. Mr. Gillespie reported that he had made some year end purchases with vendors and updated purchase orders for next year.
- 6) Reports – Affiliate Commissions/Organizations
- a) Economic Development & Improvement Commission – D McHugh was not present. Mr. Gillespie reported that the EDIC will likely have a new chair as members terms are expiring.
 - b) Central CT Culture & Tourism – K Sullivan reported that the meeting is scheduled for Wednesday night therefore she does not have much to report.
 - c) Greater Hartford Convention & Visitors - C. Hall suggested that this item be removed from the agenda for future meeting since the organization has changed.
 - d) OW Shopkeepers – C. Ford had nothing to report.
 - e) WHS – Elaine St. Onge – Reported on upcoming concerts in July and that the recent open house days and home tours were a great success.
 - f) WDS – K. Sullivan reported on the encampment on May 25, they had received a grant to repair several historic outhouses and that the museum may be featured in a CPTV documentary video.
- 7) Other Business
- a) Chair Traczyk reported that the Commission may have a few terms expiring shortly and suggested that new members are recruited to represent stakeholders. Chair Traczyk inquired as to who the Council Liaison was.
 - b) Chair Traczyk suggested that the July meeting may not be necessary, Katie Sullivan motioned to cancel the July meeting, Shireen Aforismo seconded the motion and all members voted in favor.
 - c) Mr. Gillespie reported on the May 3, 2013 stakeholders meeting and the next meeting is scheduled for August 2 at the Arts Academy.
 - d) Mr. Gillespie noted that an article on Comstock Ferre recently appeared in the Wall Street Journal.
 - e) Mr. Gillespie reported that the State has provided the Town with \$500,000 for municipal projects including \$200,000 to be used for the Main/Church Street intersection. Plans will be prepared for public comment over the next few months.
- 8) Adjournment – Chair Traczyk adjourned the meeting at 5:52 p.m.

Respectfully Submitted

Peter Gillespie