

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
ESSEX ECONOMIC DEVELOPMENT COMMISSION
ESSEX TOWN HALL
September 11, 2013 - 4:00pm**

The Essex Economic Development Commission was held on Wednesday, September 11, 2013 at 4:00pm. In attendance were Lon Seidman, John Beveridge, Ed Cook, Robert Laundry and David Sousa. Also in attendance was Kelley Frazier, Secretary to the Board.
Absent: David Winstead

CALL TO ORDER

The meeting was called to order by Mr. Seidman at 4:07pm.

APPROVAL OF MINUTES

Upon a motion made by John Beveridge and seconded by Ed Cook the Commission unanimously **VOTED** to approve the minutes from the August 2013 Essex Economic Development Commission meeting.

Visitors:

Betsy D'Amico was present and noted that she will become a member of the Commission as soon as she is formally appointed. Judie Heiser was also present representing the Essex Board of Trade. Economic Development Consultant Susan Malan was present.

REPORT FROM TOWN HALL

Ms. Malan discussed that Essex has new businesses coming into town. The Main Street Initiative is moving forward. The public will be invited to a forum at the EES cafeteria to discuss this initiative further.

Ms. Malan discussed a brochure which was developed in 2004-05. She would like to modify it to become a condensed version which will be distributed to new and prospective businesses.

Ms. Malan can be reached at extension 220 at the Town Hall. This will be updated on the website.

COMMUNICATIONS/PUBLIC COMMENT

None

ACTION ITEMS

Annual Report

Mr. Seidman distributed and briefly discussed a draft of the Annual Report. Mr. Beveridge suggested adding the 10 Year Plan of Conservation of Development and the EDC's participation in the process.

Main Street Center Event

Discussed previously.

DISCUSSION ITEMS

POCD – Adding a List of Critical and Vulnerable Properties

A list was submitted to the Planning Commission. This will be discussed at the Planning meeting on September 12th.

Blight Property Discussion

Mr. Cook discussed a document which he will send to Commission members regarding dealing with blighted properties.

Ms. Malan discussed properties the building inspector has deemed unsafe. A letter has been sent to property owners stating that action needs to be taken within 30 days or demolition will be ordered.

STEAP & Ivoryton Grants

Mr. Beveridge said that they are doing a priority list for the work which will be done using the STEAP grant funds.

Farmer's Market Grant

Mr. Sousa stated that there is state money available to promote farmer's markets. The Ivoryton Farmer's Market has had many improvements this year. He is suggesting that the EDC partner with the Ivoryton Village Alliance to file for this grant. He would like any help the Commission could offer to file the application. Mr. Beveridge volunteered to help in any way possible.

Upon a motion made by John Beveridge and seconded by Ed Cook, the Economic Development Commission unanimously **VOTED** to partner with the Ivoryton Village Alliance to apply for a state grant to promote farmer's markets.

It was noted that the deadline is November 8, 2013 for the application. The Alliance has a draft prepared. Mr. Sousa will forward this to members of the Commission for review and input.

NEW BUSINESS

None

ADJOURNMENT

Upon a motion made by John Beveridge and seconded by David Sousa, the Economic Development Commission unanimously **VOTED** to adjourn at 4:25.

Respectfully Submitted,

Kelley S. Frazier, Essex Economic Development Commission Clerk