

**7ESSEX ECONOMIC DEVELOPMENT COMMISSION  
ESSEX TOWN HALL  
DECEMBER 9, 2015 - 4:00PM**

The Essex Economic Development Commission was held on Wednesday, December 9, 2015 at 4:00pm. In attendance were Ed Cook, David Winstead, Betsy D'Amico and Janet Peckinpaugh. Also in attendance Susan Malan, Consultant and Kelley Frazier, Secretary to the Commission. Absent: David Sousa and Lon Seidman

**CALL TO ORDER**

The meeting was called to order by Acting Chairman Cook at 4:06pm.

**APPROVAL OF MINUTES**

Upon a motion made by Betsy D'Amico and seconded by David Winstead the Commission **VOTED** to approve the minutes from November 9, 2015 Essex Economic Development Commission meeting.

**INTRODUCTION**

**Visitors:**

None

**Commissioner**

No Comment.

**REPORT FROM TOWN HALL/CONSULTANT /ZONING MATTERS**

Ms. Malan discussed her report which she previously distributed to commission members. Zoning has signed the permit for Savour Bakery. There is an appeal for this application from Howard's Breads. Gabrielle's is closing at the end of the year.

Zoning will have a working group sub-committee to make technical changes of the zoning regulations.

The plans for Cumberland Farms are being finalized. The application will be submitted to Zoning in the near future. Mr. Needleman suggested that the Commission submit a letter to Zoning if the Commission has concerns of the plan when it is finalized.

Ms. Malan noted that the Middlesex County Economic Development meeting is tomorrow at the Tap Room in Ivoryton.

It was noted that ideas are being gathered as to what the vacant Middlesex Hospital clinic space could be used for.

**COMMUNICATIONS/PUBLIC COMMENT**

None

**ACTION ITEMS**

**Contacting Business Owners – Post Card Draft**

The Commission agreed the postcard is ready to be mailed. A link to our website will be completed.

**Meeting Schedule for 2016**

Upon a motion made by Betsy D'Amico and seconded by Janet Peckinpaugh the Essex Economic Development Commission **VOTED** to approve the 2016 meeting schedule as presented.

**DISCUSSION ITEMS****POCD Action Items for Review**

The Commission discussed possible changes to the document. Any changes will need to be submitted as an amendment. Ms. Peckinpaugh and Mr. Cook will make the changes and will send a letter to the Planning Commission with the proposed changes.

**Zoning Signage Regulations**

This is still being discussed.

**NEW BUSINESS**

No new business.

**ADJOURNMENT**

On a motion duly made and seconded the Economic Development Commission unanimously **VOTED** to adjourn at 5:00 p.m.

Respectfully Submitted,

Kelley Frazier, Commission Clerk