

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
ESSEX ECONOMIC DEVELOPMENT COMMISSION
ESSEX TOWN HALL
July 10, 2013 - 4:00pm**

The Essex Economic Development Commission was held on Wednesday, March 13, 2013 at 4:00pm. In attendance were Lon Seidman, John Beveridge, Robert Laundry, David Sousa, Ed Cook and Mark Uihlein. Also in attendance was Norman Needleman, First Selectman. Absent: David Winstead

Call To Order

The meeting was called to order by Mr. Seidman at 4:05 p.m.

Approval of Minutes

On a motion made by John Beveridge and seconded by Mark Uihlein the Commission unanimously **VOTED** to approve the minutes from the March 2013 Essex Economic Development Commission meeting

Discussion Items

Mr. Seidman reported on progress towards a Main Street partnership sponsored program. He will be meeting with town planner John Guskowski to work on logistics.

Mr. Beveridge reported that the STEAP grant program is making progress and will soon go out to bid.

Mr. Seidman reported that the Zoning Commission approved the expansion of the convenience store and Dunkin Donuts on Main Street in Centerbrook.

Mr. Seidman discussed the EDC portion of the website and solicited suggestions for what should greet visitors.

Mr. Seidman reported on First Selectman Needleman's suggestion that a stipended consulting position be created to act as a liaison with local businesses as well as collect thorough information on available properties and other data that would be important to realtors and economic development officials.

Mr. Beveridge reported on his communication with Zoning regarding a joint meeting of land use commissions and EDC to discuss vacant properties in town. Mr. Beveridge reported that the Plan of Conservation and Development is in the process of being revised and the timing might be good for this activity. Robert Laundry said he will discuss the idea at the next Planning Commission meeting.

New Business

First Selectman Needleman discussed the particulars of the stipended consultation position. He reported that the position will report to the First Selectman but will work closely with EDC. Mr. Cook stated he supported the position but not the reporting structure and that his preference would be that the position report to the EDC directly. Mr. Needleman disagreed, stating that having the position report to the volunteer EDC would be inefficient.

Mr. Seidman suggested that the EDC vote on and approve both the areas of responsibilities and the measurables for the position prior to it commencing.

Mr. Needleman stated the cost would be approximately \$1000 per month. He added that the EDC ended the prior fiscal year with \$4119.49 still in its budget and that unallocated funds can be used this fiscal year to help fund the position. Additionally he asked the EDC to contribute an additional \$2000 out of this fiscal year's budget.

Upon a motion made by John Beveridge and seconded by Robert Laundy, the Commission unanimously **VOTED** to allocate \$4,119.49 from the prior fiscal year budget and \$2,000 from the advertising line for this current fiscal year.

Mr. Seidman noted that approximately \$3000 will remain in the budget for other activities this year.

Upon a motion made by John Beveridge and seconded by Robert Laundy, the Commission unanimously **VOTED** to have the Board of Selectmen draft a suggested list of roles, responsibilities, and measurables for the consulting position to be provided to the EDC for review, potential modification, and approval.

ADJOURNMENT

On motion duly made and seconded, the Essex Economic Development Commission unanimously **VOTED** to adjourn at 5:03 p.m.

Respectfully Submitted

Lon Seidman, Chairman