

**East Hartford Economic Development Commission  
Town Hall Conference Room  
Regular Meeting  
January 9, 2008**

**1) CALL TO ORDER**

- a) A regular meeting of the East Hartford Economic Development Commission was called to order at 6:35 p.m. on Wednesday, January 9, 2008.

**2) ROLL CALL**

- a. Present: Chairperson Marilyn Pet, Vice-Chair Debra Arrieta, Miguel Franco, Chuck Hutchinson, Devorah Johnson (*arrived during Item 8*), Susan Skowronek, Pat Harman, Barbara Ann Rossi, Marcus Olladell (*arrived before Item 9*)
- b. Others in Attendance: Jeanne Webb, Dir. Of Development; Aya Jensen, Economic Development Specialist; John Ryan, liaison from Planning & Zoning (*removed himself after Item 8*); Bill Marsh, liaison from East Hartford Chamber of Commerce

**3) APPROVAL OF MINUTES**

**a. Minutes from December 5, 2007**

Motion made by Ms. Harmon to accept minutes  
Seconded by Mr. Hutchinson  
APPROVED unanimously

**4) BILLS LIST**

- a. Clerk - \$100.00
- b. \$495.00 – New England Real Estate Journal
- a. Full Page Ad with an editorial and an 8x8 print ad

**MOTION MADE BY MS. ARRIETA TO PLACE ITEM 8 ON THE AGENDA  
BEFORE ITEM 5. SECONDED BY MR. HUTCHINSON  
APPROVED UNANIMOUSLY**

**8) NEW BUSINESS**

**a) CelluTissue – Business Incentive Application**

- a. Christopher R. Fiedler, General Manager spoke before the commission in regards to the installation of a new co-generation facility
- b. Once this project is completed, it will almost double the personal property tax that CelluTissue pays to the town (estimated \$350,000)

**MOTION MADE BY MS. ARRIETA TO ENDORSE THE PROPOSED BUSINESS  
INCENTIVE APPLICATION ALLOWING A ONE TIME ELIMINATION OF FEES  
FOR PERMITS, INSPECTIONS AND THE FIRE MARSHALL'S OFFICE  
(UP TO \$90,000)  
SECONDED BY MS. SKOWRONEK  
APPROVED UNANIMOUSLY**

**5) DEVELOPMENT OFFICE REPORT**

- a) This report will now be done on a quarterly basis**
- b) Generis Catering, 1100 Burnside Avenue**
  - a. A business visitation will be held on February 13, 2008 at 5pm.
    - (i) Ms. Jensen will contact the Commissioners when this has been set
- c) Commissioners request that the budget be presented to them every meeting when voting on the Bill's List**

**6) LIAISON REPORT FROM PLANNING & ZONNING**

- b) Mr. Ryan was not available**

**7) OLD BUSINESS**

- b) Gateway Square, 893 Main Street**
  - a. Open House – Monday, January 14, 2008
- c) Signage Task Force**
  - a. Nothing to report
- d) Advertising and Promotions Sub-Committee**
  - a. Drafted RFP for Services

**MOTION MADE BY MS. ARRIETA  
TO APPROVE THE DRAFTED RFP(SEE HANDOUT)  
SECONDED BY MS. SKOWRONEK  
APPROVED UNANIMOUSLY**

**9) ADJOURNMENT**

- a) Motion made by Mr. Hutchinson  
Seconded by Ms. Johnson  
APPROVED UNANIMOUSLY  
Meeting adjourned at 7:45**

Respectfully Submitted,

Jeffrey A. Currey  
Clerk

Cc: Town Clerk  
Melody A. Currey, Mayor  
Development Department