

**EAST HARTFORD ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING
September 3, 2008**

1. CALL TO ORDER

A Regular Meeting of the East Hartford Economic Development Commission was called to order at **6:34 p.m.** on **Wednesday, September 3, 2008** by Commissioner Marilyn Pet, Chair.

2. ROLL CALL

EAST HARTFORD ECONOMIC DEVELOPMENT COMMISSION

Present:

Marilyn Pet, Chair
Debra Arrieta
Miguel Franco (arrived after Item 6)
Pat Harmon
John Ryan
Susan Skowronek

Absent:

Chuck Hutchinson
Devorah Johnson
Barbara-Ann Rossi
Bill Dokas, President, American Eagle Federal Credit Union, liaison from EHCC

Others in Attendance:

Jeanne Webb, Director of Development
Aya Beckles, Economic Development Specialist

3) APPROVAL OF MINUTES

- a) August 6, 2008
 - i) Item 1: "Regular Meeting" should replace "Special Meeting"

MOTION by Ms. Arrieta, seconded by Mr. Ryan to approve as amended
APPROVED UNANIMOUSLY

4) BILLS LIST

- a) **\$100.00 – Clerk**

MOTION by Mr. Ryan, seconded by Ms. Skowronek
APPROVED UNANIMOUSLY

5) LIAISON REPORT FROM PLANNING & ZONING (Mr. Ryan)

- a) Voted and approved to remove the special permit language from I-3 zones in town
- b) Voted and approved to accept the text amendment for the flood plane set up

6) LIAISON REPORT FROM CHAMBER OF COMMERCE

- a) Mr. Dokas, Ms. Webb and Ms. Reid from the Chamber will be meeting to discuss the liaison's role in the EDC.

7) OLD BUSINESS

- a) Signage Task Force
 - i) A meeting was held with Cabela's who proposed 9 off-site signs.
 - ii) East Hartford's zoning regulations do not allow off-site advertising
 - iii) Ms. Webb is looking into a number of possibilities to allow signage
 - (1) Tourism ordinance
 - (2) Jointly handled with the Convention and Visitors Bureau
 - (3) Get EH's legislative delegation involved at the state level
- f) The Hartfords Advertising Campaign
 - i) Ms. Webb will report to the Commission at the next meeting on the response to the Hartford Ad Campaign
- b) Advertising and Promotions Sub-Committee – RFP for Service

MOTION by Ms. Johnson, seconded by Ms. Harmon to approve AVID as producers for East Hartford's print campaign

APPROVED UNANIMOUSLY

- i) Ms. Webb suggested that October's meeting have a workshop agenda regarding the EHWorks website.
- ii) Ms. Beckles will extend an invitation to Tom Marano of Northeast Utilities
- c) Hoffman Motors – Council Referral to Tax Policy Committee
 - i) Ms. Webb will inform Commissioners as to when the Tax Policy Committee meets to discuss this issue.
- d) Business Visitation to CT Convention Center
 - i) Katie Blint, PR Dir. At the CTCC extended an invitation to Commissioners who were originally unable to attend.
 - ii) Ms. Webb will be sending a thank-you to Ms. Blint at the CTCC and Terryl Mitchell-Smith at the CEDA
- e) Fall Business Workshops – Connecticut Economic Development Fund
 - i) Workshops will be held for small business owners on Tuesdays beginning September 23, 2008.
 - ii) Workshops will focus on assisting businesses with their books, specifically using QuickBooks to help with taxes, payroll, income tax, etc.
 - iii) Two of the three classes will be held at the EHCCC

8) NEW BUSINESS – NO NEW BUSINESS

9) ADJOURNMENT

MOTION by Ms. Arrieta, seconded by Mr. Ryan

APPROVED at 7:27p.m.

Respectfully Submitted,

Jeffrey A. Currey
Clerk

cc: Town Clerk
Mayor
Development Department