

# **TOWN OF EAST WINDSOR ECONOMIC DEVELOPMENT COMMISSION**

**11 RYE STREET, P.O. BOX 389**

**BROAD BROOK, CT 06016**

Website: <http://www.eastwindsorct.com>

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## ***Regular Meeting Minutes***

***July 18, 2011***

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### **I. ESTABLISHMENT OF QUORUM**

*Members Present:* Eric Moffett, Richard Covill, James Richards, Josh Kapelner and Ryan Nilsson.

*Also in Attendance:* Laurie Whitten, Town Planner and Mark Simmons, Board of Selectmen Liaison to EDC

Chairman Eric Moffett called the meeting to order at 7:05 p.m. at the Planning & Zoning Office, 11 Rye Street, Broad Brook, CT.

### **II. PUBLIC PARTICIPATION:**

There was no public participation

**MOTION:** To close public participation. Richards / Kapelner / Unanimous

### **III. APPROVAL OF MINUTES:**

**MOTION:** To approve the minutes of the June 20, 2011.  
Covill / Richards / Unanimous

### **IV. GENERAL DISCUSSION:**

#### **Welcome Packets for Businesses:**

Mr. Richards said that he has received an e-mail from Denise Menard stating that she is getting a directory together of phone numbers for the various Town departments. There was some discussion about what format should be used for the directory. Mr. Richards said that they are already up to about 20 participants. He noted that they have received coupons from Geisslers Supermarket and calendars from Costco. Mr. Simmons asked how these packets will be distributed. Mr. Richards said the Chamber will handle the distribution. He said if someone calls requesting a packet, the Chamber would mail them. He said the eventual hope will be to have them in the town hall and if this catches

on, the local realtors will have them in their offices. Ms. Whitten suggested that these would be for someone coming into the Planning Office as a potential new business or new homeowner.

**Route 140 Facilitator:**

Ms. Whitten distributed "Save the Date" flyers for a visioning workshop to be held on September 15, 2011. She noted that there will be a facilitator workshop with the Planning & Zoning Commission on July 28<sup>th</sup>. She said it is not a public hearing but they can come and listen. Ms. Whitten explained that during the first week of August the consultants will try to meet with the property owners along Route 140 without town staff. There will also be a site walk on Route 140 for PZC members the first week in August. Ms. Whitten indicated that the visioning workshop is for anyone who wants to attend.

Ms. Whitten said that she will have to go to the Board of Selectmen and the Board of Finance because the \$9,000 that was allocated for the facilitator was encumbered from last year's budget. She noted that they have a signed contract with the consultant. Mr. Simmons said he supports this and knows that the First Selectman supports it.

**Commercial Real Estate Listings / Web Site:**

Ms. Whitten referred to Ms. Moffett's proposed Property Listing form. She said she will talk to Mr. Rajala about transferring the information to an Excel spreadsheet. Mr. Richards suggested that once this is on the web site, Mr. Moffett will prepare a press release. They want to make sure to get this out to the real estate people.

**Sign Regulations:**

Mr. Nilsson referred to the minutes from the May meeting where they made a motion that the EDC send a letter to the Planning & Zoning Commission that, based on public input, we request them to review the sign regulations to make them more location specific, particularly the Route 5 business corridor. Mr. Covill said he would do a draft letter and e-mail it to everyone for their input.

**Economic Development Issues:**

Ms. Whitten indicated that KROS was approved on June 28<sup>th</sup> for site plan approval for the "big box" retail establishment at 44 and 54 Prospect Hill Road. She said we still don't know officially what it is going to be.

Ms. Whitten noted that the Planning & Zoning Commission just adopted our Farm Regulations that will be effective on August 1<sup>st</sup>.

Mr. Richards said that on August 4<sup>th</sup> there will be a grand opening at Air Soft Academy at Riverview Plaza. He said hopefully Denise Menard will be there for the ribbon cutting.

**IV. ADJOURNMENT:**

**MOTION:** To adjourn the meeting. Richards / Covill / Unanimous

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Marlene Bauer, Recording Secretary