

**Town of East Windsor  
Economic Development Commission**

**11 Rye Street, P.O. Box 389**

**Broad Brook, CT 06016**

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

***Regular Meeting Minutes  
Monday, December 15, 2014***

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**I. ESTABLISHMENT OF QUORUM**

*Members Present:* Eric Moffett, Josh Kapelner, Maria Rumore and  
Andy Hoffman

*Also in Attendance:* Laurie Whitten, Town Planner  
Dale Nelson, Board of Selectmen

Chairman Eric Moffett called the meeting to order at 6:00 p.m. at the East Windsor Town Hall meeting room, 11 Rye Street, Broad Brook, CT.

**II. PUBLIC PARTICIPATION:**

There was no public participation

**III. APPROVAL OF MINUTES:**

**MOTION:** To approve the minutes of November 17, 2014.  
Hoffman / Rumore / Unanimous

**IV. GENERAL DISCUSSION:**

**Election of Officers**

**MOTION:** That we continue the officers of the EDC as is. Also, to nominate Maria  
Rumore as Secretary. Hoffman / Kapelner / Unanimous

(Officers are: Eric Moffett, Chairman; Josh Kapelner, Vice Chairman; Maria Rumore,  
Secretary)

Chairman Moffett said he can't put in as much time as he used to but he will do what he can to lead the group. He said this is a board, not just one person and he hoped that everyone is willing to do their part. If there are times that he has to go to MetroHartford Alliance he will make the time.

### **Meeting Schedule for 2015**

The EDC members reviewed the proposed meeting schedule and made a few changes. Ms. Whitten noted that the 2014 schedule had a meet and greet scheduled for January 29, 2015. It was decided to cancel the January 29<sup>th</sup> meet and greet and have it on September 24, 2015.

**MOTION:** To accept the 2015 meeting schedule as amended.  
Kapelner / Hoffman / Unanimous

### **Signs at Newberry and Thompson Roads**

Ms. Whitten indicated that a State permit is needed if they want the sign where is used to be. Mr. Hoffman suggested establishing a sub-committee to look into this. Ms. Whitten said she will talk to Joe Ouellette who works for the DOT. He will guide her to the right people. Mr. Hoffman said he would be happy to help her if she needs it. Ms. Whitten said they need to try to see where a new sign might fit within the zoning regulations. The original sign was illegal as to our zoning regulations. We know that we want some type of identity sign that lists the businesses. We also need to find out what it will cost. Once we have that information we can go to the businesses. She said she will investigate to find out all of the necessary information.

### **Discussion on Economic Development Issues**

Ms. Whitten noted that STR sale has gone through. The new company makes pre-fab steel for construction of houses. STR is also leasing out part of the building.

Ms. Whitten indicated that at the last Planning and Zoning Commission meeting they took out the "sunset clause" for the temporary business signs. They no longer have to get it approved every year.

Mr. Moffett asked about the status of the economic development consultant. Ms. Whitten said it is on the Board of Selectmen agenda for their next meeting. Mr. Hoffman suggested that since \$10,000 was approved for the consultant last year, they should ask for \$20,000 for the next budget. Mr. Moffett said we have done our part. Mr. Kapelner said it is no longer a concern of the EDC. Ms. Whitten said the consultant works for the First Selectman and will work with her and the EDC. She noted that Mr. Moffett has been saying that we need an EDC consultant for the last six years and that is the reason that we have the money now.

Mr. Hoffman said that we as the EDC need to have a plan and submit it to the Board of Selectman for approval.

**MOTION:** That the EDC develop a business plan for the activities for the remainder of the 2014-15 fiscal year to be submitted to the Board of Selectman for review and approval.

Motion was made by Mr. Hoffman; seconded by Mr. Moffett for discussion purposes.

Mr. Moffett said we have to figure out how to move forward. He said what can we do to develop a plan. Ms. Rumore noted that #5 in the EDC ordinance states the duties of the EDC. Mr. Moffett asked how do we fulfill that. What is the next thing that we can do as a board that is attainable? Mr. Kapelner said they should wait until the Board of Selectmen has a consultant involved. He said let's see what they do. Mr. Hoffman said they could review the interview reports that the commission produced and come up with a consensus.

There was no vote taken on the motion.

**V. ADJOURNMENT:**

**MOTION:** To adjourn the meeting.  
Kapelner / Hoffman / Unanimous

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Marlene Bauer  
Recording Secretary