

LITCHFIELD ECONOMIC DEVELOPMENT COMMISSION

EDC Regular Meeting
Litchfield Town Office 74 West Street Litchfield, CT 06759
April 26, 2017 7:00 p.m.

Minutes (not approved)

Meeting called to order at 7:04 p.m. by Cleve Fuessenich, Acting Chair.

Present- Regular Members: Renée Betar, Kay Carroll, Fred Colson, Cleve Fuessenich, Pamela Orde, Paula Rolleston and Tom Roman; Alternate Member: Anne Haas

Absent - Regular Member: David Dean; Alternate Member: Doug Parker

Appointment of Alternates: Anne Haas for David Dean

Appointment of Acting Secretary: Renée Betar

Public Comment: None

Motion by P. Rolleston to approve draft minutes of March 29, 2017 regular meeting as presented; T. Roman seconded the motion, which passed with two abstentions (K. Carroll and P. Orde) due to March 29, 2017 absence.

Monthly economic updates per region:

- Bantam:
 - Borough elections on May 1, 2017
 - Move from Bantam Annex to new Torrington Courthouse location delayed due to road improvements near new location. Several uses for the Bantam Annex, once the Court House moves to Torrington, have been raised.
 - Expansion and renovations continue at Bantam Market.
 - Switch Factory – 931 Bantam Rd,
 - Two new tenants
 - Contaminated parking lot
- Litchfield:
 - New Stop & Shop is scheduled to open in June.
 - Regular activity continues inside and outside the former jail.
 - Lawrence Jeffrey moved his jewelry business to the former Workshop on the Green.
 - Litchfield BOS is helping form the Main Street Revitalization committee to help improve the town's economy. C. Fuessenich has been included in preliminary discussions.
- East Litchfield:
 - ELVIS was awarded a \$500 Community Spirit award and raised \$1170 on

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the day of giving.

- Spring clean-up efforts include a litter walk on April 29 and the railroad depot clean-up on May 13.
- The West St. Merchants group was folded into LABA.

Old Business

- POCD: Plan developers, Fitzgerald and Halliday Inc., will conduct a public hearing for POCD on Monday, May 1 at 6:00 p.m. at the Town Hall Annex Gymnasium at 80 Doyle Rd in Bantam.
- Review of EDC web pages : P. Rolleston was successful in adding a web link to the SCORE publication, "Simple Steps for Starting Your Business" to the EDC page on the Town's website.
- Review of EDC by-laws
 - C. Fuessenich shared the next draft. After lengthy discussion, members made several edits.
 - **Motion made by F. Colson to accept by-laws in principle, subject to proofreading changes made by members and subject to review by the Litchfield BOS. Pam Orde seconded the motion, which passed unanimously.**
 - P. Rolleston shared current list of expirations dates for EDC appointed members. K. Carroll and F. Colson will not seek re-appointment to the Commission when their terms expire in June 2017.
- Food Hub update:
 - Received DOA grant to launch Food Hub in 2017
 - Also applied for \$400K USDA grant with decision expected in December 2017
 - New plan is to move into space in July and submit a grant application to NWCF for funds to purchase equipment before December.
 - Launch will be in May with space available at the Litchfield Grange in June.
- 300th Litchfield Anniversary task force: Litchfield BOS will get group on its way. Ann Combs and Lee Losee will head group that formed on April 26.
- Identifying business opportunities: Possibilities include:
 - Aging in CT: P. Rolleston will draft a brief explanation of why Litchfield needs to establish an ad hoc Task Force on Aging in CT.
 - Refer to three objectives presented to POCD to help guide future business opportunities
- Proposed summer town-wide event: Ongoing discussions continue regarding a possible event in the Fall of 2017.
- LABA "Welcome to Litchfield" package:
 - Discussion about how to fund printing. Options include:
 - Use EDC \$500 to design and print
 - Explore using Oliver Wolcott Tech or LHS to help with graphic

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design.

- Members discussed additional edits, which members will send to F. Colson, who will incorporate edits for May meeting.
- **Motion by F. Colson to use EDC \$500 to design and print Welcome to Litchfield booklet. K. Carroll seconded the motion, which passed unanimously.**

New Business

- Road signage – no movement on road signage
- Cheshire’s Market Assessment and Marketing Plan: Limited discussion but plan could be important resource in the near future.
- Litchfield County’s declining population: Complex issue that requires an inter-related approach of factors including housing, job training starting at the high school level and taxes.

Next regular meeting is scheduled for May 31, 2017.

Motion to adjourn meeting by P. Rolleston; K. Carroll seconded the motion, which passed unanimously.

Meeting adjourned at 8:35p.m.

Respectfully submitted,

Renée Betar, Acting Secretary
Economic Development Commission

Cleve Fuessenich, Acting Chair
Economic Development Commission

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Mission Statement (adopted 5/17/2011)

The Economic Development Commission will stay informed on economic conditions and monitor trends within the Town of Litchfield and make recommendations to appropriate officials and agencies. The commission shall also take action to improve said economic conditions and seek to coordinate with the activities of various related commissions and unofficial organizations to further Litchfield's economic development well being.