



Town of **North Stonington**
Connecticut



Economic Development Commission
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EDC MEETING, FEBRUARY 21, 2013
NEW TOWN HALL CONFERENCE ROOM
DRAFT MINUTES

Meeting convened at 7:05 PM

Members In attendance:

David Isom
Brett Mastroianni
Peter Bogoian
Raymond Geer
Robert (Bob) Kimball
Christine Wagner
Marilyn Mackay

Guest: Marc Tate

Minutes from the January 17, 2013 meeting: Remove “Draft” from Minutes. Approval moved by Christine; 2nd by Bob; 6 approved 1 abstention.

Additions to Agenda:

- 1) Change EDC Meeting Time – Approval moved by Christine; 2nd by Bob; motion passed unanimously
- 2) Invite Deborah Donovan, SECTER, to address EDC – Approval moved by Ray; 2nd by Bob; motion passed unanimously
- 3) Participation in CT Big “E” – Approval moved by Ray; 2nd by Bob; motion passed unanimously

Treasurer’s Report:

Balance in EDC Account as of February 20, 2013: \$6,221.00.
Town will pay SECTER dues based on population.

Initiative IX reported by Bob & Ray:

Met with Juliet Leeming, ZEO. Discussed using town's SECTER subscription; consider subscribing to E-Pulse @ \$100/year; create a Master NS town business list from which each EDC member will contact one business per month; create an EDC Newsletter to businesses, government agencies and departments; Establish a Welcome Wagon type packet for all new businesses opening in town.

Guest Marc Tate, IT Expert:

Marc gave background on his duties with NS Town Hall which uses Virtual Town Hall as a sub-contractor on web development. EDC has spent \$1,500 to date. Marc will check out the availability of the URL nsedc.gov or [.com](http://nsedc.com). No biased material is permitted on NS government associated websites. We can list all commercial development vacant land *for sale* on our website and the zoning map of commercial and industrial properties. NSBA link would be permitted, not NSBB. FOI governs all town emails. An EDC webmaster must be selected.

David and Juliet will determine who will monitor EDC's voicemail and email.

It was agreed to invite Deborah Donovan, SECTER, to address EDC at its March 21, 2013, or, if not available, thereafter. Approval moved by Chris; 2nd by Bob; motion passed unanimously

Initiative #1 reported by Chris & Brett

Followed up on "plan suggestion" to hold an Economic Development for Public Officials (EDPO) session on or about Wednesday, May 29, 2013, during the fifth week of the month when few meetings are scheduled. Cost, according to John Shemo, Director, would be \$2,500. An invitation letter will be prepared by Brett; Bob will talk with First Selectman Nick Mullane re how to address town employees.

Marilyn will check on Linda Pershaec's letter of resignation.

Bylaw Change reported by Ray & Brent:

Remove last line in "(c) Members: Bi-partisan:"

Add under "b) In the event any regular member or alternate member fails to fulfill their term of office, the position shall be deemed vacant **after 90 days.**"

Approval moved by Christine; 2nd by Brent; motion passed unanimously

Marilyn will look into the cost of purchasing EDC member business cards.

2013-2014 Budget

Increase "Supplies, Printing, etc." by \$450 to \$500

Increase "Postal Permit – Mailings" by \$450 to \$500

Decrease "Website Creation (and maintenance) by \$900 to \$1,600

Remove 2014-2015 budget column

Approval motion by David; 2nd by Bob; motion passed unanimously

Booth for CT Big "E" in Springfield, MA, runs 17 days @\$150/day, 10 AM-8 PM, 10x10 booth, +/- September/October, deadline for registration +/- April 13, attendance +/- 50,000/day, training programs offered. Subject tabled as "Old Business" for March 21, 2013 EDC meeting.

Christine moved we change EDC's monthly meeting time from 7 PM to 6 PM. Marilyn will check with Town Clerk how to handle.

Marilyn will check out Northeast corner towns marketing as a group to consider for NS.

Brett moved we adjourn; 2nd by Bob at 8:55 PM; motion passed unanimously.

Submitted,

Marilyn Mackay, Secretary