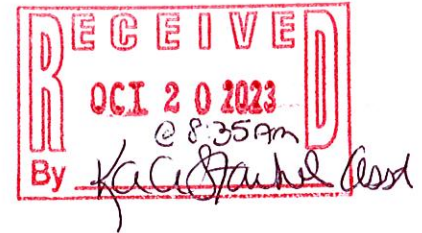


**MEETING
MINUTES**



**ECONOMIC DEVELOPMENT COMMISSION
MADDEN ROOM
SOUTH WINDSOR TOWN HALL**

**REGULAR MEETING
WEDNESDAY, September 27, 2023
TIME: 7:00 P.M.**

PRESENT: Vice Chairperson Paul Burnham, David Marsh, Scott Kelley, Chairperson Linda Jeski, Secretary Joseph Kennedy, James Murray, Louise Neary, Susan Burnham, Alternate Mindy (sat for Commissioner Jodice), Alternate James Mitchell (sat for Commissioner Kane), Alternate Victor Dorobantu, Scott Roberts as Town Liaison

ABSENT: Daniel Kane, Michael Buganski, Bill Jodice, Council Liaison Deputy Mayor Steven King

1. **Call Meeting to Order:** Chairperson Linda Jeski called the meeting to order at 7:00pm.
2. **Roll Call:** The above-mentioned members were introduced.
3. **Public Participation:** None
4. **Special Presentation:** None
5. **Approval of Minutes**
 - (a) Minutes from Regular Meeting on 7/26/23: A **motion** was made by Commissioner Louise Neary and **seconded** by Commissioner David Marsh.
Motion approved by majority.
Motion passed.
6. **Old Business:** None
7. **Committee Reports:** None
8. **New Business**

A. Update on Business Directory

Scott Roberts explains there has been an idea for a business administration in the town. A benefit of having a business directory is so staff can reach out to businesses. At the moment, the only information had been the owner of records of the property. This would give the Fire Department, Police Department, and other agencies to be able to reach out to businesses and communicate with them. An opportunity before COVID was presented from the University of Connecticut and other universities to discuss machine manufacturing jobs with businesses to see what individuals

they are looking for, so they are able to better prep their students. This would be another way to look into the database and pull-out businesses to discuss doing seminars for the next generation of workforces. The database would give the opportunity for the commission members to meet with the businesses and give them an understanding about the database. There will be a no fee registration at this point. There is discussion of putting together an ordinance

Commissioner Louise Neary asked if this is a draft? Mr. Roberts answered that this is a first draft. Mr. Roberts mentioned that he would like a better outreach to the business community.

Commissioner Louise Neary asked if there the business owner will need to give information about the type of employees. Mr. Roberts answered that they do ask for their SIC code. This information talks about type of business they are and will give a understanding of the skills set they have. The SIC code is not mandatory now.

Mr. Roberts discusses the benefits of the database:

1. A way to communicate with the businesses for both non-emergencies and emergencies.
2. This will be a way to give a more targeted seminar.

Commissioner David Marsh asked if they would be willing to take interns. Scott Roberts answered they would have to look further into it but is open to have those conversations.

Scott Roberts mentioned that if there is any disaster situation, this will be valuable information to have to be able to reach out during emergency situations. Businesses will not need to send their information, but they will not be contacted when a disaster does happen.

9. Economic Development Opportunities/Updates

Vice Chairperson Paul Burnham gave an update on the building on the corner of Rye St. and Sullivan Ave. A Caribbean restaurant will be at the location, as well as a Vietnamese restaurant. A salon from Ellington Rd. will be moving to the location. The location is starting to fill up but there are still some available spots.

- 12. Adjournment:** A **motion** was made by Vice Chairperson Paul Burnham and **seconded** by Commissioner Louise Neary to adjourn at 7:50pm and was ***unanimously approved. Motion passed.***

Respectfully submitted,

**Nicole Kowalik
Administrative
Secretary**