

## MINUTES

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

**REGULAR MEETING  
WEDNESDAY, JULY 24, 2019  
TIME: 7:30 P.M.**

**PRESENT:** Chairperson David Marsh, Joseph Kennedy, Louise Neary, Susan Burnham, James Murray, Edwina Futtner, Linda Jeski, William Jodice

**ABSENT:** Vice Chairperson Paul Burnham, Alternate Victor Dorobantu, Alternate Wayne Kilburn, Shailesh Verma, and Alternate Shawn Jacobaccio

**ALSO PRESENT:** Town Manager Mike Maniscalco and Mayor Paterna, Town Council liaison

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**1. Call Meeting to Order:** Chairperson David Marsh called the meeting to order at 7:31p.m.

**2. Roll Call:** The above-mentioned members were introduced. Town Manager Mike Maniscalco introduced himself.

**3. Public Participation:** Muhammad Farooq introduced himself and shared that he originally came from Florida and is now running a gas station and has ideas for projects in town. He is interested in volunteering in some capacity but wants to learn more about what options are available.

### **4. Approval of Minutes**

Minutes from Regular Meeting on 5/22/2019: A **motion** was made by Commissioner Jeski and **seconded** by Commissioner Kennedy to approve the minutes of Wednesday, May 22, 2019 and was ***unanimously approved. Motion passed.***

### **5. Old Business**

**(a) Economic Development Strategy:** Chairperson Marsh stated that the commission has a lot to discuss in the future but will wait for the new town manager to get settled.

**(b) Economic Development Commission Brand, Identity, Administration:** Commissioner Marsh had nothing to add on this item.

**(c) Sustainable CT:** Chairperson Marsh asked Mayor Paterna if he had any information on this item. Mayor Paterna informed the commission that a meeting was held this afternoon and the town is expected to attain the silver level this year. 80 towns are now members but only 30 have achieved bronze. Levels are attained by earning points and higher levels give increased access to grant monies through <https://sustainablect.org/>. Michele Lipe will be posting information about the process on the town's website. Some points that were earned last year can be applied towards moving to the next level this year. Each September, is the beginning of

the 'year'. Private foundations have made funds available for grants and participation is at no cost to the town. It is often just documenting what the town is doing already and include activities such as having a recycling program, holding a farmer's market, and installing solar panels which all help the town earn points.

**(d) Town Ordinance Economic Impact Analysis:** Chairperson Marsh shared with Town Manager Maniscalco that this is an item that will require some staff support. The analysis was initiated through work done by an intern and has not been supported by town staff. The commission doesn't have the capacity to do the project.

## 6. Committee Report(s)

**(a) Bylaw Review Committee:** Vice Chairperson P. Burnham wasn't in attendance but the bylaws were included in the agenda packet. Some changes and modifications were made. Commissioner Jeski noted that there was no mention of whether the Secretary position should be held by the same party as that of the Chairperson. Commissioners discussed this and decided it did not need to be included.

A **motion** was made by Commissioner S. Burnham and **seconded** by Commissioner Jeski to change the starting time of the meetings to 7pm and was **approved by majority. Motion passed.** Commissioners Jeski, S. Burnham, Kennedy, Jodice and Chairperson Marsh approved. Commissioners Murray, Neary and Futtner opposed.

A **motion** was made by Commissioner Jeski and **seconded** by Chairperson Marsh to approve the bylaws with the amended start time of 7pm and was **unanimously approved Motion passed.**

**(b) Business Community Engagement (Ambassador Program) / Committee:** In Vice Chairperson P. Burnham's absence, Mayor Paterna reported on the following:

- ALDI went before the Inland Wetlands Agency
- Ellington Road distribution center across from Coca Cola, nicknamed project hammer is still moving forward
- Costco has not filed a formal application yet
- Geisslers' formal application is being worked on
- Bank property is undergoing a hazardous waste clean up and there is nothing slated to go in yet. Chairperson Marsh asked if anyone reached out to United Bank to find out what is going to happen with other bank locations in town.
- Site of former Little Taste of Texas is undergoing blight clean-up

**7. New Business:** Commissioner Neary asked if any progress has been made on the tax abatement recommendations and Chairperson Marsh replied that although he missed a meeting, the recommendations were gone over in detail at the last meeting. He hadn't spoken with former Town Manager Matt Galligan prior to his leaving about the recommendations. Commissioner Kennedy remembered that the commission was going to try and meet with P&Z, the Architectural Review Board, and the Board of Education to discuss their thoughts on planning for the future. Mayor Paterna commented that other groups may have their own perception of how economic development should be done and that it would be good for EDC members to attend P&Z meetings to show support for projects. Chairperson Marsh explained that it is hard for members to attend meetings and share their viewpoints due to unexpected

changes with the P&Z agenda and what information EDC is privy to. Commissioner Jeski stated that the commission needs to be more involved in the town processes and given a larger voice. Mayor Paterna suggested downloading the "Connect South Windsor" app to stay informed and that it is possible to change the dynamic of the relationship between commissions by attending P&Z meetings. Mayor Paterna stated that he is happy to put commission members on an email list for updated agendas. Commissioner Neary stated that EDC should get application information when it's submitted. Chairperson Marsh stated that Town Planner Michele Lipe has attended meetings but could not continue and that he has asked for someone else to attend but this has not happened. Chairperson Marsh also stated that sometimes collaborative relationships have to be forced. Town Manager Maniscalco replied that P&Z applications are reviewed internally before putting agendas together and that he can work with staff to share a list of applications and that as far as the comment about the EDC not having a lot of authority, the commission could start by taking positions on things and developing a master plan for economic development in partnership with other commissions and community members. Commissioner Neary responded that everything the commission does is based on the Plan of Conservation and Development. Chairperson Marsh stated that the PoCD is a guiding document and Town Manager Maniscalco stated that it does have some authority and teeth but a master plan can stand side by side with the PoCD. Commissioner Neary agrees that commissions should try to work together. Mayor Paterna stated that although the Planning Department developed the PoCD, the Agricultural Land Preservation Advisory Commission developed a plan as to how farmland could be preserved. Chairperson Marsh asked what Scott Roberts will do in his role as Assistant Town Manager and Town Manager Maniscalco replied that Mr. Roberts is close to getting his certification and that he will most likely be involved with EDC meetings in the future. Town Manager Maniscalco stated that he hasn't developed his own schedule yet but that he will work to have some type of staff support for each commission.

## **8. Communications and Remarks**

**(a)** Report from David Marsh, Chairperson: None

**9. General Discussion:** Commissioner Kennedy asked Mr. Farooq, member of the public, if he wanted to serve on the commission and he responded that he might be interested in serving in some capacity.

**10. Executive Session:** Chairperson Marsh explained that this item is a placeholder for the future. Town Manager Maniscalco explained that FOI is very specific about how executive sessions are used and that it must include text such as "For the purposes of...". Chairperson Marsh replied that Donna Thompson has provided information on how to conduct them.

## **11. Adjournment**

A **motion** was made by Commissioner Jeski and **seconded** by Commissioner S. Burnham to adjourn at 8:25pm and was ***unanimously approved. Motion passed.***

Next meeting is scheduled for September 25, 2019 at **7:00 p.m.** in the Madden Room.

**Respectfully submitted,**  
Catherine Potter  
Clerk

**Approved, with corrections: September 25, 2019**