

**Town of East Windsor
Economic Development Commission
11 Rye Street
Broad Brook, CT 06016**

**Regular Meeting
Tuesday, December 7, 2021
6:00 p.m.
(In-person)**

AND

Meeting held via ZOOM Teleconference
Meeting ID: 714 897 1799

**** These Minutes are not official until approved at a subsequent meeting****

I. Time and Place of Special Meeting:

Gilbert Hayes (in-person) called the December 7, 2021 Regular Meeting of the East Windsor Economic Development Commission to Order at 5:58 p.m. The meeting is being held in-person in the Town Hall Meeting Room, and remotely via the ZOOM link noted above.

Members Present: Regular Members Gil Hayes, Jim Richards and Brian Turley (in-person).

Members Absent: Regular Members Robert Lyke, and Robert Maynard.

Guests: Charlie Nordell, BOS Liaison to the EDC.

Advisory Present: Ruthanne Calabrese, Town Planner and Staff Liaison to the Economic Development Commission, and, Sabohat Maniscalco, Recording Secretary.

II. Establish Quorum:

Gilbert Hayes noted the Regular Member Brian Turley, James Richards and himself were present in-person; and, Selectman Charlie Nordell, the BOS liaison to the EDC was present remotely. Regular Members Lyke and Maynard are absent.

III. Pledge of Allegiance:

Everyone stood to recite the Pledge of Allegiance.

IV. Added Agenda Items:

None.

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V. Public Participation:
None.

VI. Approval of Minutes and Meeting Dates:
1. Approval of November 10, 2021, Special Meeting Minutes

Gilbert Hayes suggested a correction on Page 3, Item VII.b the first paragraph that states: “I have joined the alliance to understand their core mission.” It should be corrected to: “I joined the ride as an invitee for an informative ride to understand the core mission of the alliance.”

MOTION: To APPROVE the Minutes of the Economic Development Commission Special Meeting dated November 10, 2021 as amended with correction.

James Richard moved/Gilbert Hayes seconded/DISCUSSION: None
VOTE: In Favor: Unanimous
(No One Opposed/No Abstentions)

2. Proposed Meeting Dates 2022– Revised

Meeting Date*
January 4
February 1
March 1
April 5
May 3
June 7
July 5
August 2
September 6
October 4
November 1
December 6

*The Economic Development Commission meetings are held on the first Tuesdays of each month at 6:00 P.M. at the East Windsor Town Hall, 11 Rye Street, Broad Brook, unless otherwise posted.

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MOTION: To APPROVE the Meeting Dates 2022 of the Economic Development Commission as amended.

Brian Turley moved/James Richard seconded/DISCUSSION: None
VOTE: In Favor: Unanimous
(No One Opposed/No Abstentions)

VII. Other Business:

1. Election of Officers

MOTION: To nominate James Richard for the Chairman of the Economic Development Commission.

Gilbert Hayes moved/Brian Turley seconded/DISCUSSION: None
VOTE: In Favor: Unanimous
(No One Opposed/No Abstentions)

MOTION: To nominate Brian Turley for the Vice Chair of the Economic Development Commission.

Gilbert Hayes moved/James Richard seconded/DISCUSSION: None
VOTE: In Favor: Unanimous
(No One Opposed/No Abstentions)

Gilbert Hayes made motion to close all nominations for the election of officers.

VIII. General Discussion/Updates:

1. Budget 2022/23

Ruthanne Calabrese: The Department is set with its budget. And, we have not made any requests for this year.

James Richards: I want to make sure that we have enough money for the Recording Secretary, and Professional Services. We also need to make sure that we have \$5,000 in house for the needed services.

Gilbert Hayes: What does Mike do?

Ruthanne Calabrese: Mike D'Amato is a professional consultant who does a lot of work for us like marketing, writing a Zoning regulation. He is a strategist. He is an interim town planner. He is an independent contractor. We are working on networking and PR.

James Richards: There are national and agricultural grants available for the town. We could apply for a grant writer or an economic consultant.

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MOTION: To amend the budget of the Economic Development Commission with increase to \$10,000.

**Gilbert Hayes moved/Brian Turley seconded/DISCUSSION: None
VOTE: In Favor: Unanimous
(No One Opposed/No Abstentions)**

3. Route 5 Corridor Study

Gilbert Hayes: I have looked into Route 5 bus routes. I have retired from the bus transportation company that serves individuals with disabilities. The CNA needs the bus route transportation from Broad Brooke, as there is none available.
James Richards: We might be able to look into the Agricultural Grant. The Great Hartford Transit needs an ADA Compliant transit.

4. Commercial Real Estate and How We Can Promote?

James Richards: Since our last meeting, I went to the WPCA meeting where people were getting wrong information. We do have a security situation regarding the information sharing. If the town could provide us with a list of properties, could we provide the town staff with the sewer lines?
Sewer lines = Zoning and building regulations. So, we could attract potential real estate buyers. Who are the stakeholders in building commercial and residential properties? The idea is to create a real estate portfolio including concept plans. We could also look into the federal infrastructure programs that got passed in Congress. We could streamline the information. I do not want to promote a commercial property that may not have a real potential. I did discuss this matter with WPCA to make it attractive for the businesses.
Ruthanne Calabrese: We have a list of properties on our Town's website from which some could be promoted using the conceptual framework. We are just starting to work on the real estate commercial properties.
James Richards: We want to move forward with caution. And, not let the momentum go.

James Richard has provided a list of business that are really grateful to receive the grant.

5. Other Economic or Business Items.

Ruthanne Calabrese: Here is the handout of the bylaws of the Economic Development Commission.

VIII. ADJOURNMENT:

James Richards adjourned the meeting at 7:30 p. m.

Respectfully submitted:

Sabo Maniscalco, Recording Secretary, East Windsor Economic Development
Commission