

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

**Regular Meeting
Tuesday, February 1, 2022
6:00 p.m.**

Meeting held via ZOOM Teleconference

<https://us06web.zoom.us/j/7148971799>

Meeting ID: 714 897 1799

One tap mobile:

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

I. Time and Place of Special Meeting via Zoom:

James Richards called the February 1, 2022 Regular Meeting of the East Windsor Economic Development Commission to Order at 6:00 p.m. The meeting is being held remotely via the ZOOM link noted above.

Members Present: Regular Members Jim Richards, Gil Hayes, and Brian Turley

Members Absent: Regular Members Robert Lyke.

Guests: Sarah Muska, Selectman

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

II. Establish Quorum:

James Richards noted the Regular Member Brian Turley, Gill Hayes and himself were present via Zoom; including, Selectman Sarah Muska, the BOS liaison to the EDC. Regular Member Robert Lyke is absent.

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III. **Pledge of Allegiance:**

Everyone stood to recite the Pledge of Allegiance.

IV. **Added Agenda Items:**

None.

V. **Public Participation:**

None.

VI. **Approval of Minutes and Meeting Dates:**

A. Approval of December 7, 2021, Special Meeting Minutes

Brian Turley suggested a correction on Page 3 item VIII for Election of Officers where a motion was passed to nominate him for the Vice Chair with the notion that he had accepted it. Brian Turley had not accepted the nomination to be the Vice Chair at that time. He had requested for more time to think of the nomination.

MOTION: To APPROVE the Minutes of the Economic Development Commission Regular Meeting dated December 7, 2021 as amended with correction.

Brian Turley moved/Gilbert Hayes seconded/DISCUSSION: None

**VOTE: In Favor: Unanimous
(No One Opposed/No Abstentions)**

VII. **General Discussion/ Updates:**

A. Update on Commercial Real Estate Promotions

James Richards shared ideas of promoting the Commercial Real Estate by organizing events at the Plaza and Music Bar.

B. Plan for Town Hall Meet and Greet with Businesses in April

James Richards: I thought of organizing an event where the Town Hall officials could meet and greet the businesses in order to welcome them to town or talk about the available or future opportunities.

Gilbert Hayes: Could you give us the purpose of this event? Are we talking about the groups that want to build the bridges with the Town Hall like Lion's Club and Rotary?

James Richards: It is one-on-one opportunity to get to know our people. There could be opportunities to discuss the zoning laws and regulations or for the businesses to inquire

information from the Town Hall. It is an event where businesses have all available resources within the Town Hall premises. It is an opportunity for the government and businesses working together.

Gilbert Hayes: It is worth discussing it. Any date will be fine with me. We just need to make final decision regarding the date in our March meeting.

Ruthanne Calabrese: Will there be a speaker for this event? Have you decided who is it going to be?

James Richards: Yes. It could be a senator or non-political person.

Gilbert Hayes: How long is the speech for the keynote speaker?

James Richards: Approximately 10 to 15 minutes.

Gilbert Hayes: Let's talk about it in our next meeting.

C. Summertime Shop/Visit East Windsor Campaign

Ruthanne Calabrese: What are the ideas for the Summertime Shop/Visit East Windsor Campaign?

James Richards: I thought of organizing an event that would attract visitors to our town during the summer. So, we would have visitors shopping locally at our town. Any suggestions or ideas are welcome to discuss?

D. Transit Authority Update-Gil Hayes

James Richards: Gil, do you have any updates for us?

Gilbert Hayes: Yes. I have asked Vicky Sharp with the Transit Authority to come out and talk to us. She requested that we email her with questions so she could prepare for the meeting. She directs things at the Transit Authority. And, she also writes grant applications.

James Richards: I know Melissa Maltese also attended the Millpond event and I am wondering if we could reach out to her and make inquiries. She could help us as the event was about transportation.

Gilbert Hayes: I will ask her. What questions shall we ask from Vicky Sharp?

James Richards: Melissa Maltese will have a lot of ideas.

Brian Turley: Shall I reach out to Melissa?

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James Richards: Certainly. Brian, let us know what you find out from her.

Gilbert Hayes: We are looking for the transit routes and opportunities to utilize them.

E. Discussion of Non-Attending Members of Commission

James Richards: We have by-laws that need to be reviewed. We have members who choose not to attend our meetings for a long of period of time so we need to address this issue. Robert Lyke has not been attending our meetings.

Gilbert Hayes: Have you reached out to Bob?

James Richards: No.

Gilbert Hayes: Let's look at it when the time for his re-appointment comes up.

VIII. ADJOURNMENT:

MOTION: To adjourn the meeting at 6:34 p. m.

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

Respectfully submitted:

Sabo Maniscalco, Recording Secretary, East Windsor Economic Development
Commission