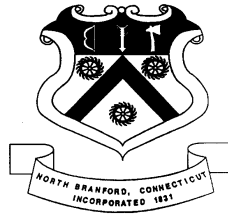


MAYOR
MICHAEL J. DOODY

DEPUTY MAYOR
JOSEPH E. FAUGHNAN

TOWN MANAGER
MICHAEL T. PAULHUS



COUNCIL MEMBERS
ROSE MARIE ANGELONI
DANIEL M. ARMIN
ANTHONY S. CANDELORA
MARIE E. DIAMOND
CHRIS MANNA
GEORGE I. MILLER
ALFRED D. ROSE

TOWN OF NORTH BRANFORD

TOWN HALL, 909 FOXON ROAD, NORTH BRANFORD, CONNECTICUT 06471
TOWN MANAGER (203) 484-6000 TOWN HALL FAX (203) 484-6025

Special Meeting
Economic Development Commission
December 7, 2015
6:00 p.m.

1. Call to Order and Roll Call

Member Jan Finch called the meeting to order at 6:05 p.m.

Present: Elisabeth Caplan, Diana Pelliccio, Jan Finch and Joan Tutor

Also present: Town Manager Michael Paulhus

Guest: Town Assessor David Ambrose

Visitors: Chris Kranick,

2. Minutes: November 30, 2015

Special Meeting - November 30, 2015

Member Tutor moved to accept the minutes of November 30, 2015, seconded by Member Pelliccio with the following correction; page 2, item 4; Attorney Patrick Young should be addressed as Attorney Pat Young. With all in favor, motion passed.

3. Q&A - David Ambrose, Assessor

Tax Assessor David Ambrose was introduced and gave an overview of the responsibilities and duties of the assessor for residential/commercial properties, commercial businesses, and personal property. He stated that the department is also responsible for motor vehicles and working with the disabled, elderly and veterans.

Mr. Ambrose gave a quick overview of exemptions available for manufacturing equipment as well as exemptions for farm real estate.

Mr. Ambrose explained the process for business start up in Town. Non-DBA business must file with town clerk and each business owner must file an annual personal property declaration-, which states business accusation date as well as personal property.

Mr. Ambrose gave an overview of the types of businesses in Town as well as statistics of 2015; stating 37 businesses were added and 68 businesses were deleted.

There was an explanation and discussion on State statute grand list growth programs as well as the process to get any of these programs adopted in Town. Mr. Ambrose gave an in-depth overview on the value of these programs as they relate to new business growth and business retention.

Town Manager Michael Paulhus gave scenarios on bringing this information to businesses through the Business Visitation Program.

Mr. Ambrose gave information on the best incentives available at this time such as Distressed Cities and Urban Job Renewal grants.

Members requested the assessor's office inform the EDC when a new business opens, as well as work with the EDC to compile useful information to bring to business owners. Members discussed getting information on the top 20 taxpayers as well as the businesses with the highest number of employees.

Members discussed looking into a façade program as well as any other incentives to offer businesses.

The following useful resources were discussed

- CEDC- monthly meetings and workshops
- CERC- an overview of the town.
- REX - to help compile information on the Town
- Community Investment Corporation- loans for small businesses.

4. New Discussion: Possible Presentation by REX at February Meeting

Member Tutor moved to invite REX to the February meeting, seconded by Member Caplan. With all in favor motion passed.

5. Old Business:

a. Update on CenterPlan

Joan Tutor submitted a sample statement from the Commission to be submitted to the Town Council members at the December 8, 2015 meeting.

Members discussed the time line and the best way to continue communications with CenterPlan.

b. Discussion of Visitation Program with Reports

Members distributed all their gathered information.

Chris Kranick and Member Caplan gave an overview of the meeting with Branford's EDC Terry Elton.

Members discussed the magazine that was compiled and printed by Essex Printing and expressed an interest in bringing the magazine to North Branford.

Members discussed the potential of CERC being invited to an EDC meeting for a complementary presentation, which could lead to an in-depth development study.

There was discussion on beginning a yearly business recognition award.

CIRC was discussed as a possible membership with suggested occasional meeting attendance.

Members discussed the value of obtaining a grant writer, stating Mr. Elton writes grants for Branford as a full time Economic Development Officer.

Member Caplan informed members that Mr. Steven Kopps, Chair of Guilford's Economic Development would be available to meet with EDC members Thursday December 10th at 5:15 pm at Atwater Library.

There was discussion on potential businesses to complement the Town; one suggestion was a Realtor's office.

6. Other Business:

Member Caplan opened discussion regarding an appearance on Totoket TV focusing on the Economic Development Commission. Ms. Caplan reported the show tapes for 30 minutes, and runs several times a day for two weeks. The taping is at 5:30 with available spots 12/15 & 12/22.

Members discussed waiting for January spots to have more organized information ready. Member Caplan would email Frank Mentone to request a spot at the end of January. Members will email suggested questions for the show.

The next meeting will be held on January 4, 2016.

7. Adjournment:

Member Tutor made a motion to adjourn at 8:30 p.m., seconded by Member Pelliccio. With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso
Recording Secretary