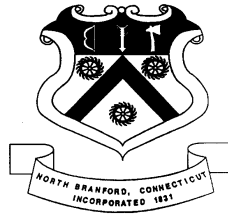


MAYOR
MICHAEL J. DOODY

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

Meeting
Economic Development Commission
September 12, 2016
Town Manager's Conference Room
6:00 p.m.

Members Present: Jan Finch, Elizabeth Caplan, Joan Tutor, Chris Kranick
Absent: Scott Small
Guest: Michael Paulhus

1. **Jan Finch called the meeting to order at 6:00 P.M.**
2. **Approval of Minutes**
 - a. Meeting August 1, 2016, July 11, 2016 & July 21, 2016: Amended Agenda to include July 11 & July 21, 2016. Motion to approve: Member Joan Tutor Motion to approve second by member Chris Kranick. Vote: With all in favor, none opposed, Motion Approved. Corrections: July 11, 2016 not June 11, 2016. Motion to approve: Member Elizabeth Caplan Motion to approve, second Member Chris Kranick. Vote: With all in favor, none opposed, Motion Approved.
3. **Town Managers Report:** Michael Paulhus – Shared Survey results. Total outgoing surveys 525 (50 returned undeliverable), with 48 responses to date. Expectations is that number should increase. Open discussion ensued regarding next steps, tracking format and future events. Jan questioned if Northford businesses received a survey. Michael assured...”yes”. Suggestions included spread sheets, enhanced e-mail/passwords, a template thank you notes and collection of business e-mail addresses. A change in topic, Michael had a visit from Janice Albert of the CT Dept. of Labor. They discussed a worker training program (i.e. Hiring a Vet). Members talked about adding a link to the web site, connecting topic to a Business Breakfast Meeting and link to REX. Michael will create both a link and a password

for access. Liz asked the status of 1599. Response: Bids went out (contamination, Remediation & demolition). More to come on this topic.

4. **Old Business**

- a. **Report on Business After Hours at POCO** – Liz reported on this activity. Guest speakers were very good. Would have liked to see a greater turn out. Next time, modify invitations and send them out much earlier. Suggestion was to include food vendors to improve turn out. Also, we need to maximize marketing avenues to get greater information coverage for our events.
- b. **Tax Abatement Program** to go on EDC site October 1, 2016. Noted, this should be on the EDC Website. Assessment Deferred Policy saves taxes for businesses. Vote: Motion to Approve adding The Assessment Deferred Policy to our website. Member Chris Kranick motion to approve, seconded by Member Liz Caplan. With all in favor, none opposed, Motion Approved.
- c. **Shoreline Chamber of Commerce**: Chris – Composing an aggressive voice to take to Hfd. They are building a list of issues to be presented. Chris will do a follow-up with the EDC members. Also, a combined membership drive resulted in 10 new business members. Some conversation regarding retention of Carey Deques. She is highly valued and does a great job.
- d. **TV interview**: Liz is continuing to work on this opportunity.
- e. **Breakfast in fall** – Jan noted this will take place at the No. Branford Town Hall in November. Date TBA. Liz suggests we invite Ted Kennedy Jr. after elections. Liz and Chris offered to outreach several candidates in the upcoming elections. This could possibly create a session with the Town Council.
- f. **Visit from Rep. Vincent Candelora** – Unable to attend.

5. **New Business**

- a. **Discussion of web site** – All EDC Members shared their opinion of our website, “it needs a number of changes to be competitive with today’s standard”. Michael was asked to provide information regarding the current IT/Service provider that has built/maintains the website. Items include: cost, contract, description of responsibilities to clearly

- understand what is in place. North Branford websites are far behind those of other towns. We can't forget that all towns are competing to attract businesses to their towns. Most who are interested in North Branford check our website. By comparison we are not very user friendly. Michael will gather the requested information for next steps.
- b. **Address landlord issues** – Liz lead the conversation regarding “out-of-Town Landlords”. It appears a percentage of local business owners in town, have a breakdown in their relationship with the property owner. The questions discussed were, what can we do, what is our recourse, who is at fault, the tenant or the owner??? Some general tenant concerns: noise, blight, junk, run down parking lots, graffiti and poor signage.
 - c. **Request for part time Economic Development person - budget** – Discuss prospects of getting approval for a PT/FT Economic Development Officer. Information was shared regarding this type of position currently in place in other towns. The value of this position to grow/expand new business and maintain existing growth was impressive. The decision was to send Michael Paulhas an e-mail with the intent to get floor/air tie at the next Town Council Meeting Agenda. Chris volunteered to represent the recommendation to the Council at that time.
 - d. **Report from REX** – Town Hall as Visitor Center/Visit New Haven – ST CT cuts will impact information for tourists. Seeking to provide another resource to travelers. North Branford Town Hall – Visitor Center for Visit New Haven Area – Phone for Travelers. Motion to Approve: Member Elizabeth Caplan motioned to Approve, seconded by Member Joan Tutor. All in favor, none opposed, Motion Approved.

6. Correspondence

Resignation of Diana Pelliccio from EDC.

Jan will create next month agenda.

7. Adjournment

Member Elizabeth Caplan made a motion to adjourn at 8:43 P.M., second by Member Joan Tutor. Vote: With all in favor, none opposed, Motion Approved.

Respectfully Submitted,

Diana Pelliccio
Recording Secretary