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MICHAEL J. DOODY

DEPUTY MAYOR
JOSEPH E. FAUGHNAN

TOWN MANAGER
MICHAEL T. PAULHUS



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

TOWN OF NORTH BRANFORD

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Minutes
Economic Development Commission
November 7, 2016
Town Manager's Conference Room
6:00 p.m.

Members Present: Jan Finch, Elisabeth Caplan, Joan Tutor, Chris Kranick and Scott Small.

Guests: Michael Paulhus, North Branford Town Manager, Carey Duques North Branford Planning & Zoning, Daniel Armin, North Branford Town Council Member-Liaison to EDC, Kevin Geenty from The Geenty Group Realtors and Mark Calabro from Belfonte Co.

- 1. Jan Finch called the meeting to order at 6:04 P.M.**
- 2. Visitors: Listed above under "Guests".**
- 3. Approval of Minutes**
 - a. Meeting October 3, 2016, Member Chris Kranick motion to approve, second by Member Joan Tutor to approve the minutes. Corrections: spelling error Elizabeth should be Elisabeth. Vote: With all in favor, none opposed, Motion Approved.
- 4. Town Managers Report:** Michael Paulhus – Michael will join in over the evening topics on the agenda. Notice from CERC, they will be holding work-shops with limited seating (min. 20). Michael will be offering this opportunity to a number of Town Departments. Notes indicated the need to list local restaurants that are open for business during holiday time. Jan Finch indicated information should be sent directly to REX for listing set-up.

5. Old Business

- a. **Proposal for part-time Economic Development Director/Review of letter to Town Council.** All members were given a copy of draft/letter for review. Members reviewed and offered suggestions on format, length of content and clarity of message. After much discussion it was decided to make modifications and submit the final draft to the Town Council via Michael Paulhus and Daniel Armin. Carey Duques and Michael Paulhus will conduct the draft modifications.

Member Chris Kranick made a motion to approve, second by Member Elisabeth Caplan to approve the revised letter for presentation to North Branford Town Council via Michael Paulhus and Daniel Armin. Vote with all in favor, none opposed motion approved.

- b. **Tax Abatement Program Report.** 2 Approved.
- c. **Review of Business Expansion and Retention Survey – power point**
Not available. System and time bumped due to the elections. This topic can be discussed further at next meeting. Suggestion to send “Thank You” notes and possibly put article in the news paper.
- d. **Web Site and photos.** Michael Paulhus noted “yes” the EDC can develop/modify added information under the Town’s web site. Members requested defined available options on web site. Suggestion to invite Dennis Pannone (IT) to join next meeting on 12/17/2016. Discussion about North Branford Proud’s business group development and annual photo contest using Face book. Legislative Breakfast coming up soon.
- e. **TV Interview – Lisabeth and Dan.** Lisabeth indicated the taping went quite well. Half hour segment (6 questions) will get air time. Date and time will be announced. Spring time another segment is expected. Lisabeth commented “really enjoyed the entire process”.
- f. **Breakfast for Businesses and date.** Advertise - Linda Gold will be guest speaker. When – TBA, Where – North Branford main

Conference Chamber. Breakfast and guest speaker. Time – 7:45 a.m. to 9:00 a.m.

- g. **Lis -Report on Town Council Approval for wine at POCO.** The Town Council approved our request to offer free beer and wine during EDC Function at POCO.
- h. **Breakfast for Businesses. January? Perhaps invite Lindy Gold as speaker (State Economic Development Commission).** (Refer to #5 f.)

6. **New Business**

- a. **Approval meeting calendar for 2017. In question: 1st Monday of each month at 6:00 p.m.** Members discussed this topic and concluded.

Member Elisabeth Caplan motion to approve, second by Member Scott Small to approve EDC Meeting Calendar for 2017, 1st Monday of each month at 6:00 p.m.

- b. **Report – Shoreline Chamber of Commerce:** Chris Kranick - Legislature Meeting sponsored by A.T & T. and EDC. Advertising: Totoket Times, The Sound, cable and North Branford Business Proud on Face Book. Invitations to Kevin George and Dennis Pennone. Carey Duques will research catering local restaurants.

- c. **REX Report – Jan. Also, contact North Branford restaurants to contact REX if they are open during Holidays. (See #4.)**

- d. **Discuss suggestion regarding chairs for: Visitation Program, Breakfast, Website and part-time Economic Development person and Real Estate. The following members are now responsible for each category:**

Real Estate – Joan Tudor, Visitation Program – Elisabeth Caplan,
Web site - Scott Small, EDC person – Chris Kranick and Breakfast
- Jan Finch.

- e. **Guest Speakers.** Realtor Kevin Geenty offered his thoughts and ideas to attract and retain commercial business in North Branford. Recommendations: develop lists - inventory list of commercial, retail, light manufacturing (not all residential) locations. Dispense information

to business owners, professionals, bankers, realtors and attorneys. Additionally, list all property zoned commercial. In-coming calls/inquiries should be responded to within 12 to 24 hours by EDC Members. Create a list of all available properties and display in town. Terms: overlay zones and flex spaces discussed. Parking spaces are critical component to commercial properties.

Belfonte Co. Mark Calabro shared update proposal in housing project. 24-25 individual units, 1400 to 1800 square footage, 4 style designs, age restriction -55 and over and expect to breaking ground in spring of 2017. Tax value \$6k to \$7K each year per unit. Working with P & Z at this time.

7. Correspondence: none

8. Adjournment

Member Joan Tutor made a motion to adjourn at 8:44 P.M., second by Member Scott Small. Vote: With all in favor, none opposed, Motion Approved.

Respectfully Submitted,

Diana Pelliccio
Recording Secretary