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JOSEPH E. FAUGHNAN

TOWN MANAGER
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GEORGE I. MILLER
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TOWN OF NORTH BRANFORD

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Meeting Agenda
Economic Development Commission
February 6, 2017
Town Manager's Conference Room
6:00 p.m.

1. Call to Order and Roll Call

Chairman Finch called the meeting to order at 6:07 pm

In attendance were Chairman Finch, Scott Small and Chris Kranick, Liz Caplan and Joan Tutor via phone.

2. Guests/Visitors
a. Guest from POCO

Will attend before their event.

3. Approval of Minutes
a. January 9, 2017

MOTION: Member Kranick moved to approve the minutes of January 9, 2017, seconded by Member Caplan. With all in favor, motion passed.

Member Small remarked that notes have not been sent to members from CERC as indicated they would in the January minutes.

4. Town Manager's Report

Town Manager Michael Paulhus was not in attendance.

Chairman Finch will follow up with Mr. Paulhus regarding notes from CERC and report back to EDC members.

Next CERC meeting will be held on March 8th from 5pm – 7pm.

Members discussed attending the budget information/Town Council Meeting, scheduled for Tuesday March 7th. Members stressed the importance of meeting before that date to organize. Member Kranick also questioned attending the March 21st meeting which indicates any commission requests should be made.

Members discussed potential talking points, to include budget request for programs and an overview of the accomplishments of the EDC.

There was additional discussion on identifying similar Towns which employ Economic Development Officers and what benefits have been seen by these Towns.

Chairman Finch suggested a special meeting before March to prepare for the Council presentation.

Members decided to meet on Monday February 27th at 6:00 p.m.

5. Report from Councilor Daniel Armin, liaison to Town Council

Councilor Daniel Armin was not in attendance.

6. Old Business
- a. Proposed Economic Development Coordinator

discussed previously in the Agenda.

- b. Business Expansion and Retention Survey Breakfast Report

Chairman Finch reported that approximately 30 businesses, as well as a few Town Council Members attended the recent breakfast. Ms. Finch overviewed the highlights of the morning and members discussed the positive outcome from the event. The idea of an EDC personal note card was discussed to send out to attendees. Member Caplan offered to research prices.

- c. Update on 1599 Foxon Road.

No new updates.

7. New Business
 - a. Shoreline Chamber

There was discussion on the Guilford Dollars program, Member Kranick Overviewed new ideas with the program.

- b. REX Report

Chairman Finch did not attend the last meeting. Rex will attend the March 6th EDC meeting and present an overview of accomplishments for the EDC as well as update the Commission on business in the area.

- c. Update on Business Opportunities

There was a discussion on the potential of a winery on Rose Orchard Property.

- d. Discussion about POCO

Member Caplan updated members on her meeting with Recreation director Lauren Munro and POCO Director Rosanne Krajewski. There was preliminary discussion with a date decided on for August 3, 2017. Liz will work with Town Manager Paulhus to follow the Town ordinance. Rosa Bianca as well as Branford breweries to participate, along with a taste of North Branford inviting local restaurants who would donate food for the event. Speakers would again be included. Sponsors as well as Town officials and potentially State Officials would be invited.

Members discussed ways to publicize the event, suggesting a flier as well as emails to businesses was decided as a great way to draw attention to the event. Members will have further discussion on a theme.

Members discussed inviting Lindy Gold as well as Catherine Smith to the event.

- e. Discus meeting in April with Lindy Gold from the State

Chairman Finch will request a short bio from Ms. Gold. For the April 3rd meeting.

8. Commission Reports
 - a. Real Estate

Joan did not have a report for the meeting.

b. Visitation Program – Liz

Liz informed members that she would be making appointments in the upcoming week.

d. Website – Scott

Scott reported that he looked at other websites for comparisons. He stated the current website needs updating. He has been collecting great ideas and pointed out some of the positive attributes of the current North Branford site.

Members discussed the value of WordPress to make control of the site easier.

e. EDC Coordinator – Chris

Member Kranick discussed earlier in the meeting. He is working on a want ad for the position. Chairman Finch will speak to REX about potential qualifications.

f. Business Breakfast – Jan

Jan reported earlier in the meeting. There was follow up on sending out notes to both business breakfast as well as visitation program.

9. Correspondence

Nothing to report.

10. Adjournment

MOTION: Member Small moved to adjourn the meeting at 7:50 p.m., seconded by Member Caplan with all in favor motion passed.

Respectfully Submitted,

Mary Caruso
Substitute Recording Secretary