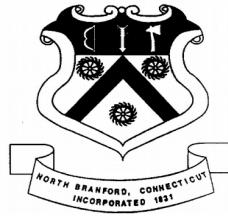


**MAYOR**  
MICHAEL J. DOODY

**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 Minutes  
Economic Development Commission  
August 7, 2017  
Town Manager's Conference Room  
**6:00 p.m.**

1. Call to Order and Roll Call

Chair Jan Finch called the meeting to order at 6:02 p.m.

Members present were Jan Finch, Joan Tutor, Elisabeth Caplan, and Scott Small.

Nonmembers present were Town Manager Michael Paulhus and Town Planner Carey Duques.

2. Approval of Minutes

a. July 10, 2017

**MOTION:** Member Tutor moved to accept the minutes of July 10, 2017, seconded by Member Small. With all in favor, motion passed.

3. Town Manager's Report

Town Manager Michael Paulhus reported on the following items:

a. EDC coordinator applicants

Applications are in with a delay from Council while they await the State Budget outcome. There are four applications for the position.

b. Update on 1599 Foxon Road

Town Planner Carey Duques reported she is working on a survey for the public to coincide with a public hearing process.

Ms. Duques overviewed a time line to present the survey, gather results and present at a public hearing in October or November. The process is on the August 15<sup>th</sup> Town Council Meeting Agenda for discussion.

Members discussed potential issues with accessing the survey through the library as well as the possibility of including phone in voting for the survey.

Scott Small distributed maps of 1599 showing potential options for various projects on the site. There was discussion on the options as well as comments on the hard work and time spent by Member Small and Bob Gregan.

c. Budget

Mr. Paulhus gave an in-depth overview on how the Town will configure their budget numbers after hearing from the State on their final budget.

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

Town Council member Daniel Armin was not present at the meeting.

5. Guest – Town Planner Carey Duques- update

Town Planner Carey Duques reported on the following items:

- a. Agriculture Brochure – no update was discussed.
- b. Webinar – no update was discussed, members will view it for the next meeting and have a discussion then.
- c. Work group with Dennis Pannone – This will also be discussed at a future meeting.

Ms. Duques added the following item to her report.

d. First Impressions Program

Town Planner Carey Duques gave an overview on her recent communication with the program and presented the options of Tolland, Winchester or Clinton. Members discussed the best fit for a partnership with North Branford.

Each Town profile was distributed to members for comparison.

Members voiced opinions on the best match for North Branford, and decided on Tolland.

**MOTION:** Member Small moved to suggest Tolland as North Branford's Sister City for the First Impression Program. Member Caplan seconded, with all in favor motion passed.

Ms. Duques overviewed a possible time line with members and suggested an initial training day in August as well as a site date in September. Members discussed a team and made suggestions.

Ms. Duques also suggested a Town Council Representative, Land Trust Representative, a media representative, as well as additional members.

It was discussed and decided that the EDC send out invitations to the potential team members.

Members invited will include:

Town Manager Michael Paulhus, EDC members Chairman Jan Finch, Scott Small and Joan Tutor, a Town Council member with Town Councilor Daniel Armin as the first option, Town Planner Carey Duques, a Land Trust member and media representative Jenn McCulloch.

Town Planner Carey Duques submitted proposed plans for an upcoming special use permit application for EDC members to overview. The plan will be presented at Planning and Zoning on August 17<sup>th</sup>. Members expressed the desire to support expansion and economic development.

## 6. Old Business

### a. Report on POCO - Liz

Liz Caplan reported that the business event went well and thank you notes will be sent out. An organized chart will be done for next year to keep better control of the evening as well as follow up with restaurants and attention to best set up to allow networking as well as presentation site. A panel of speakers was suggested for next year.

### b. Website- goals from last meeting

- o Consider other sites that are desirable to the EDC
- o Members should look at the webinar sent out by Town Planner Carey Duques
- o Begin a work group with Mr. Pannone.

Members decided to view the webinar and have a discussion at the next meeting as well as a potential special meeting to have specific discussion.

c Potential RFP for 1675 Foxon Road (Old town Hall)

Town Manager Michael Paulhus reported this property will be tied to the potential of 1599 Foxon. It will be added it to the September 5th Town Council Agenda under the Town Manager's Report.

5. REX Report

Chairman Finch reported that she attended the meeting and received information on potential grants for Economic development positions.

6. Update on Business Opportunities – was not discussed.

7. New Business

a. utilizing North Branford Proud

Liz Caplan gave an overview of the website and ways the Commission can utilize the site for publicity and awareness. There was an explanation of the two different sites, North Branford Proud and North Branford Proud Business.

8. Commission Reports

a. Real Estate – Joan reported there was nothing new but stated she will continue following the updates on 1599 and 1675 Foxon Road. Members discussed the commercial real estate meetings and ways Joan might connect to attend the meetings.

b. Visitation Program – Liz reported she had visited a few when soliciting for the POCO event and will begin visitations again soon.

c. Website – Scott reported there will be more to report after the September meeting.

d. Shoreline chamber – Liz opened discussion on the Chamber's involvement in the POCO Business event, she suggested ways to start a specific event for North Branford.

8. Other Business –none.

10. Adjournment

**MOTION:** Member Caplan moved to adjourn the meeting at 7:57 p.m., seconded by Member Tutor with all in favor motion passed.

Respectfully Submitted,

Mary Caruso  
Substitute Recording Secretary