

**MAYOR**  
MICHAEL J. DOODY

**DEPUTY MAYOR**  
ROSE MARIE ANGELONI

**TOWN MANAGER**  
MICHAEL T. PAULHUS



**COUNCIL MEMBERS**  
ANTHONY S. CANDELORA  
MARIE E. DIAMOND  
JOSEPH E. FAUGHNAN  
GEORGE I. MILLER  
ALFRED D. ROSE  
ROBERT VIGLIONE  
THOMAS ZAMPANO

# 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  
January 17, 2018  
Town Manager's Conference Room  
**5:00 p.m.**

## 1. Call to Order and Roll Call

Vice-Chairman Tutor called the meeting to order at 5:19 p.m.

Members present were Chris Kranick, Liz Caplan and Joan Tutor.

## 2. Approval of Minute

### a. December 4, 2017

**MOTION:** Member Tutor moved to accept the minutes of December 4, 2017, seconded by Member Kranick with a change on page 3, Item 9, the spelling of the new Shoreline Chamber President should read; Sheri Cote., with all in favor motion of the amended minutes, motion passed.

## 3. Town Council Liaison to EDC

There is currently no liaison appointed from Town Council.

## 4. Town Manager Michael Paulhus Report

### a. requested update on Honeywell

Town Manager Michael Paulhus stated he has reached out to Honeywell regarding the breakfast, but has not heard back. There is no update on the potential for relocation.

### b. Letters of support for 1599

Mr. Paulhus informed members that the public opinion was split on whether to develop the property or keep it as open space. Ultimately the Council has to make a decision.

Members discussed the dialogue by council members during election to support economic development.

c. EDC position

Town Manager Michael Paulhus updated members on the past applicants for the position.

Members discussed potential candidates through Score who might have an economic development background. Also discussed was a comparison between having a town employee versus a contracted person.

**Chairman Finch arrived at 5:45 p.m.**

There was discussion on parameters and salary of the EDC coordinator position. Members discussed reaching out to the Shoreline Chamber, Score, as well as North Branford Business Proud and area newspapers. A recommendation will be made to the Council at their February 6<sup>th</sup> meeting to begin the search again.

Members discussed fees for a grant writer and ways to find grants available to the Town.

Chairman Finch will contact REX to ask for their expertise on grants and grant writing.

5. Old Business

a. Business Breakfast, Tuesday, January 23

Chairman Finch updated members on the upcoming breakfast, stating they are set with food from LaCucina. Responses were distributed and the count displayed. An article will appear as a reminder. The speaker will be Chris Reardon of the Workforce Alliance.

d. 1599 Foxon Road update/letters submitted

Discussed under Town Manager's Report.

e. First Impression article- volunteer

Chairman Finch stated there won't be time this month due to the breakfast. There was discussion on having an after-hours to inform businesses on the program.

d. REX

Chairman Finch was not available to attend the meeting.

- realtor networking opportunity

Chairman Finch gave a brief overview and will be discussed in more detail at the next meeting. Members discussed the Town Council Agenda item #8 from the January 16<sup>th</sup> meeting, Member Tutor will follow up with Town Manager Michael Paulhus.

- services provided to the town.

Was not discussed.

- f. Map creation of available properties in town

Members discussed the potential of a color graphic map of available properties.

- g. Signage

Town Planner Carey Duques is working on this. Chairman Finch will follow up with her.

- h. Economic Development Coordinator/grant writer

Discussed under Town Manager's Report

## 5. New Business

- a. 2018 Goals

Members discussed the goal of having a full EDC Board and organizing positions of current members.

Members also discussed priorities of the Commission and ways to focus on the most important items. Suggested priorities were the POCO Business Event, Website, clarity on Commission Members, and a presentation for the Town Council for the EDC position.

Members decided to put the Visitation program on less of a priority list.

Members also discussed categorizing town businesses.

- b. Shoreline Chamber of Commerce email

Discussed previously.

- c. North Branford businesses listing

- usage of list

Members distributed the list compiled by Town Assessor David Ambrose and discussed categorizing by business type.

- discussion on brochure distribution and website

Discussed at a previous meeting.

- d. SCC invitation to Business Breakfast

Discussed previously.

## 7. Committee Reports

- a. Chamber/Real Estate – Joan

Member Krancik opened discussion on sharing the responsibility of representing North Branford at the Shoreline Chamber Meetings should Member Tutor not be available to attend. Members discussed days and times the Board of Directors meet.

Members discussed businesses sold in the past year. Member Kranick reported there were two commercial properties sold in the last two years and numerous rentals.

b. Visitation Program – Liz

Member Kaplan visited Capone's and overviewed their meeting. They have an interest in doing a business after hours in the restaurant.

c. Website – Scott

Member Small was not in attendance.

8. Correspondence

9. Adjourn

**MOTION:** Member Tutor moved to adjourn the meeting at 8:30 p.m., seconded by Member Caplan. With all in favor, motion passed.

Respectfully Submitted,

Mary Caruso  
Substitute Recording Secretary