

(TBA)

**TOWN OF PUTNAM
ECONOMIC DEVELOPMENT COMMISSION**

Minutes of a Regularly Scheduled Meeting

Date: September 13, 2016

Selectmen's Chambers

Time: 8:30 a.m.

The Putnam Economic Development Commission met for a Regularly Scheduled meeting on Tuesday, September 13, 2016 in the Economic & Community Development Office conference room, 156 Main Street, Putnam, CT 06260.

ROLL CALL: Chairman Paul Pikora, Vice-Chairman Paul Grenier; Selectmen Liaison: Roy Simmons, Director Delpha Very, Delia Fey Alternate members John Dignam and George Tsanjoures, Town Administrator Douglas Cutler and Assistant Jackie Lefevre.

Absent: Agency Members: George Dimopoulos and Dave Brotzman, Selectmen Liaison Renee Lasko

Meeting opened at 8:43 a.m.

John Dignam and George Tsanjoures were appointed as voting members

PUBLIC PARTICIPATION: None

Approval of Regular Meeting Minutes – August 09, 2016: George Tsanjoures motioned to approve the meeting minutes of August 09, 2016, as presented, seconded by John Dignam, motion passed. Delia Fey abstained

Reporting of Expenditures for August 2016: Expenditures were reviewed

Quinebaug Regional Technology Park: Appraisals of lots were provided and reviewed. Director included a draft demonstrating a 6% realtor fee. Economic & Community Development office plans to market and sell lots in house. Copy of Branding/Marketing Research proposal from CT Economic Resource Center was provided. The Director reviewed and requested permission to pursue the Branding/Creative item as offered in proposal. Upon discussion, motion made by John Dignam to pursue the Branding/Creative item in the amount of \$ 5,000 to be expended from the Economic Development Trust Fund, seconded by Paul Grenier, motion passed. The Assistant crafted and mailed a letter to Commissioner Smith, State of CT Dept. of Economic & Community Development requesting parcels at Quinebaug Regional Technology Park be included in the Enterprise Corridor Zone.

Innovation Places Grant: Working with UCONN, towns of Tolland, Killingly, and Mansfield to pursue \$ 50,000 grant

Industrial Park: Two expansions: Impact Plastics expanding office space; Kocheck expanding storage/parking

Updates: Director visited King's Inn major renovations are taking place. There are some concerns some rooms appear to be used as permanent dwellings.

New Business: Recent business relocation inquires: Brewery business; Pet Food Biscuit Company. Putnam Farmer's Market recently awarded Norwich Bulletin Magazine "Best Farmer's Market".

Putnam Business Association Beautification Committee; rendition/plot plan for landscaping project in front of Box Car Children Museum on South Main Street. Rotary Park: Irrigation/new grass seed is planned; Large Clock being donated ; Miller Park: Eagle Scout has come forth to cleanup (Miller Park is located on corner across from Belding Mill); Town Administrator pursuing a Small Town Economic Assistance Program (S.T.E.A.P) grant that would assist with stream bank stabilization along some areas of the Quinebaug River. Reappointments were reviewed: Paul Grenier and Dave Brotzman terms end on October 31, 2016 – Mr. Grenier expressed interest to continue on the Commission. Dave Brotzman will be contacted to see if he would like to continue on the Commission.

Change of October Meeting Date*: Consideration to change the October meeting from Tuesday, October 11th to Wednesday, October 12, 2016. George Tsanjoures motioned to move the meeting date, seconded by Paul Grenier, motion passed.

ADJOURNMENT: Paul Grenier motioned to adjourn the September 13, 2016 Economic & Community Development Commission Meeting, seconded by John Dignam, motion passed. Meeting adjourned at 9:01 a.m.

Respectively Submitted by:

Delpha M. Very, Director