

(TBA)

**TOWN OF PUTNAM
ECONOMIC DEVELOPMENT COMMISSION
Minutes of a Regularly Scheduled Meeting**

Date: January 14, 2020

Time: 8:30 a.m.

The Putnam Economic Development Commission met for a Regularly Scheduled meeting on Tuesday, January 14, 2020 in the Economic & Community Development (ECD) Office conference room, 156 Main Street, Putnam, CT 06260.

Meeting opened at 8:50 a.m.

ROLL CALL: Director Delpha Very, Chairman Paul Grenier, Vice-Chairman Lee Konicki, Agency Members: Delia Fey, Paul Pikora and Jim Northridge, Assistant Jackie Lefevre. Absent: Alternate members: Jayne Battye and Alan Perreault.

PUBLIC PARTICIPATION: None

APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 10, 2019*: Lee Konicki motioned to approve the regular meeting minutes of December 10, 2019, seconded by Jim Northridge, motion passed. Paul Pikora abstained.

REPORTING OF EXPENDITURES FOR DECEMBER 2019: December expenditures were reviewed.

2020 Election of Officers: Due to an oversight, this agenda item was not on the January 14, 2020 Economic Development Agenda. Lee Konicki motioned to add the agenda item, seconded by Jim Northridge, motion passed. Lee Konicki nominated and motioned for Paul Grenier as ECD Chairman, seconded by Jim Northridge. Paul Pikora nominated and motioned Lee Konicki as ECD Vice-Chairman, seconded by Jim Northridge, motion passed.

Wayfinding Signage: The Director reported the signage project will begin shortly. Project is being invoiced in 3 phases and expended from Economic Development Trust Fund.

Industrial Park-Lots 24,24-1: A.) **A Letter of Intent:** a letter of intent has been received for I-Park lots 24, 24-1. Company is looking for lease with option agreement. B) **48 Industrial Park Rd Appraisal:** appraisal has been received for Town owned incubator building located at 48 Industrial Park Road.

Technology Park – Appraisals Q lots: at a recent Q Advisory Committee, it was suggested to obtain a new appraisal on Phase I lots.

FY 20/21 Budget Input: The proposed FY 20/21 ECD Town Budget was reviewed.

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DIRECTOR'S REPORT: Alternate Members: Director read aloud an email from Town Attorney concerning Alternate members. Upon his review, neither the Charter or Town ordinances allow for Alternate members on either the Redevelopment Agency or Economic Development Commission.

ADJOURNMENT: There being no further items to lawfully come before such meeting, Jim Northridge motioned to adjourn, seconded by Lee Konicki, motion passed. Meeting adjourned at 9:22 am.

Respectively Submitted by Jacqueline A. Lefevre, Recording Secretary