

**Town of Stonington**  
**Economic Development Commission**  
**Meeting Minutes for**  
**May 20, 2015**  
**Human Services Building- 7:00pm**

**Present:** Blunt White, Richard Balestracci, Joel Valenti, Suzanne Lane, Amy Arruda, Edward Planeta Jr., Danielle Chesebrough and David Hammond

**Town Guests:** Rob Simmons, Tracey O'Neil (Westerly Sun)

**Call to order:** 7:04; **Adjourn:** 8:50

**Approval of April 15, 2015 Minutes**

Motion: Blunt White

Second: Edward Planeta Jr

All in favor

**Business:**

- Rob Simmons reported on his activities (1) Business outreach efforts including the Hilton Hotel renovation and Masonicare project. (2) The POCD approval. (3) The FYE 6/2016 budget and Director of Planning position. (4) EDC's review of the Substantial Improvement/5 year look back.
  
- Motion by : Blunt White                      Second by: David Hammond  
"EDC will send letter to Board of Selectman regarding Director of Planning and Economic Development positions. Topics – (1) EDC to offer a volunteer to review/comment and assist in creation of job description and recruitment. (2) Recommended options, as budgeted (full time employee at \$90,000 plus a consultant \$35,000) or combination of positions into one. (3) Recommendation that position be filled within 30 days of the next fiscal year (by August 1).

All in Favor

Letter to go out on Friday in advance of BOS meeting on Wednesday May 27.  
EDC members Edward and Amy will attend BOS meeting to present and answer any questions on the letter.

- EDC to follow up with Roger Kizer on next steps for combining EDC's website with Town website
- EDC new member recruitment - Approach Mystic and Westerly Chambers. Danielle will talk to Tricia Walsh and Amy will talk with Lisa Konicki about new EDC members.
- Next month the EDC will discuss a letter to BOS articulating EDC's views on priorities for POCD Policies and Initial Tasks.

**Adjourn**

Motion: Blunt White

Second: Dan Hammond

All in favor

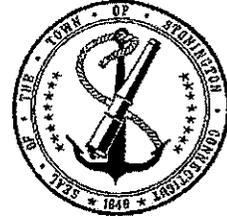
Approved 6/17/2015 EDC meeting

Blunt White

EDC chair

Attachment - letter to Board of Selectmen 5/22/2015

**Economic Development Commission**  
**TOWN OF STONINGTON**  
152 Elm Street  
Stonington, CT 06378



May 22, 2015

Board of Selectmen  
Town of Stonington  
152 Elm Street  
Stonington, CT 06378

Re: Pending new hires - Director of Planning, Director of Economic Development

Dear Selectmen,

EDC offers its assistance in the hiring of the budgeted new positions of Director of Planning and Director of Economic Development.

Several EDC members have significant professional experience in the hiring process ranging from review/updating of job descriptions to recruitment and interviewing. These individuals are ready to assist and await your call. EDC is also ready to assist in the strategic thinking about the goals and objectives for the positions. For example, as budgeted with two hires, a Director of Planning (\$90,000) and a part time Director of Economic Development (\$35,000) or a combined position? EDC recommends that hiring the Director of Planning be high priority with a goal of filling the position by August 1.

EDC looks forward to assisting in the hiring process. Thank you for your continued support and consideration.

Sincerely,  
Stonington Economic Development Commission

Blunt White  
Chair

CC: Town Planning Department