

Town of Stonington
Economic Development Commission, Regular Meeting Minutes
Wednesday November 18, 2015

Town Human Services Building, 166 South Broad Street, Pawcatuck - 7:00pm

Present: Blunt White, David Hammond, Amy Arruda, Suzanne Lane, Rich Balestracci, and Joel Valenti

Guests: Jennifer Ansay (potential new EDC member)

Call to Order: 7:00pm

Approve October 21, 2015 Minutes

- o *Motion: Blunt White*
- o *Second: Suzanne Lane*
- o *All in favor*

Business:

Web Presence – Joel Valenti, web presence, reported on updates and fine tuning of the Town site as well as new ideas for EDC's Facebook presence.

POCD Priorities and Follow up – David Hammond, POCD Implementation Committee, reported on the Committee's last meeting held 9/21/2015 and agenda items for their next meeting on 12/7/2015. The Implementation Committee currently has a schedule of 2 meetings per year (seemed light to members of EDC). Hammond reviewed a draft of EDC's Task List, group discussion finalized the Comment section of the Task List (attached) for POCD Implementation Committee on 12/7/2015.

Director of Planning Follow Up – Amy Arruda, Town Interview Panel reported that interviews will take place on 12/3/2015. Arruda met with Director of Administrative Services Vin Pacelio on 11/18/2015. There were 24 applicants, 6 will be interviewed. Panel members will receive resumes on 12/1. The panel will not be holding an organizational meeting in advance of the interviews.

Budget for FYE 6/30/2017 – EDC's budget in the current fiscal year is \$2,770. Group discussed possible scenarios. Agreed to keep request the same as current budget. Deadline to submit is 12/18/2015.

- o *Motion: Blunt White*
- o *Second: Suzanne Lane*
- o *All in favor.*

Regular Meeting schedule for calendar year 2016 – Continue with same schedule of 9 meetings per year, 3rd Wednesday of each month except December, July and August

- *Motion: Amy Arruda*
- *Second: Joel Valenti*
- *All in Favor*

Micro Breweries and Brewpubs – Blunt White reported on PZC meeting held on 11/4/2015 where they considered EDC's request for PZC to be the applicant for a text amendment allowing Micro Breweries and Brewpubs in DB-5, LS-5 and M-1 zones. Drew Rodgers plans to open a Micro Brewery at 40 Washington Street in Mystic, LS-5 zone, a good idea, which should be broadened to permit in both Mystic (LS-5) and Pawcatuck (DB-5). PZC voted unanimously not to be the applicant, but agreed to EDC's request to review current zoning text which prohibits on-site consumption of beer in M-1 zones (now allowed by State Statute). On 11/13/2015 Drew Rodgers filled an application for a text amendment for his prospective business location LS-5, plus DB-5 and M-1 (all 3 zones).

Business Outreach – discussed calling on businesses with new Selectmen. Working on scheduling meetings with Davis Standard and Zachry.

Adjourn 8:45pm,

- *Motion: Blunt White*
- *Second: David Hammond*
- *All in favor.*

Submitted by,
Blunt White

Approved 1/20/2016 Blunt White, EDC chair

Attachments,
POCD Implementation Committee – EDC Task List.
EDC Budget cover memo dated December 17, 2015

ECONOMIC DEVELOPMENT COMMISSION

CHAPTER 10. COMMERCIAL AND INDUSTRIAL DEVELOPMENT

10.1 Increase Commercial Tax Base										
Task #	Tasks	Priority (high, med, low)	Leader	Partners	Task Designation (initial, modified, deleted or new)	Lead Point of Contact	Start Date (Planned or Actual)	Completion Date (Planned or Actual)	Estimated % Complete	Comments
10.1.4	Encourage bringing a new 100+ employer to Town in the next 10 years.	Med	EDC	DOP, BOS			2017	5 Years?		- Need 10.2.11, 10.4.2 first - Need DOP Heavy involvement

10.2 Guide Business Development										
Task #	Tasks	Priority (high, med, low)	Leader	Partners	Task Designation (initial, modified, deleted or new)	Lead Point of Contact	Start Date (Planned or Actual)	Completion Date (Planned or Actual)	Estimated % Complete	Comments
10.2.11	Provide an annual report to partners with analysis and summary to identify additional economic drivers for the Town such as high-value manufacturing and retirement/senior care.	High	EDC	BOS, BOP, PZC		serves multiple purposes	Jan '16	Mar '16		- Foundational element before other work can begin - fulfills CT Gen Statute 7-136 subsection C - secCTer help for data?

10.3 Retain, Support and Encourage Businesses Development										
Task #	Tasks	Priority (high, med, low)	Leader	Partners	Task Designation (initial, modified, deleted or new)	Lead Point of Contact	Start Date (Planned or Actual)	Completion Date (Planned or Actual)	Estimated % Complete	Comments
10.3.2	Work with local businesses to assure their expansions take place in Town whenever possible.	High	EDC	BOS	continues ongoing EDC outreach efforts		Jan '16	Jun '16 for first meeting; ongoing effort		- approach big companies first; setting up meetings with Rob Simmons - List businesses to connect with - Meet with businesses to understand issues and plans
10.3.3	Investigate developing local incentives for business attraction, retention and expansion.	Low	EDC	BOS, BOP						- seek guidance from Director of Planning on how to tap into grants - others: historic tax credit, brownfields, etc

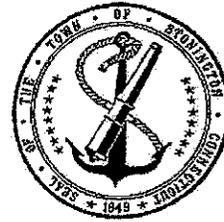
10.4 Maintain and Promote the Town's Economic Drivers

Task #	Tasks	Priority (high, med, low)	Leader	Partners	Task Designation (initial, modified, deleted or new)	Lead Point of Contact	Start Date (planned or actual)	Completion Date (planned or actual)	Estimated % Complete	Comments
10.4.2	Develop a comprehensive economic development plan for the Town, reflecting primary economic drivers and identifying the resources required to compete successfully in these areas.	Med	EDC	BOS, COC			Upon hire of Director of Planning	2016		- seek guidance from Director of Planning: how much will study cost to do it right; what would an RFP look like? - Need an expert to do research and write plan. - Should this be DoP task? EDC can best help with info gathering - Explore partner with University with grad planning, as a project - seCTer help?
10.4.3	Participate in the creation of a regional tourism master plan to identify current and potential visitor attractions/amenities/experiences.	Med	EDC	DOP, COC			2016 with seCTer CEDS update	2016		- seek guidance from Director of planning - Work with Chambers to develop plan of action - leverage seCTer / CEDES (tourism cluster)
10.4.6	Investigate changes to address some of the unique requirements of small and large marinas.	High	EDC	DOP, PZC, HMC, WC			2016 Initial meetings	ongoing		- Meet with marinas to understand issues and plans - similar to 10.3.2

Total Economic Development Commission Tasks 7

Economic Development Commission TOWN OF STONINGTON

152 Elm Street
Stonington, CT 06378
bluntwhite@stonington-ct.gov



MEMO

Date: December 17, 2015
To: James Sullivan, Director of Finance,
CC: Kris Bell
From: Economic Development Commission
Subject: Budget request for FYE 6/2017

Executive Summary: EDC's request of \$2,770 is the same as the current year (total and categories). We anticipate ending the year with unspent funds of \$1,000 on a budget of \$2,770. For FYE 6/2017 no projects are planned that would require significant funding. See attached Budget worksheet.

Budget for 2017 assumes continued past practice of Town level membership in the 3 chambers (Eastern CT, Greater Mystic and Ocean) paid out from the First Selectman's budget (\$1,200 +/- per year).

Functional Description: See Addendum, Ordinance that created Stonington's EDC and Connecticut General Statutes 7-136 that describes EDC function. Stonington EDC adopted a mission statement on 4/21/2005. "The Stonington EDC will foster the development of new businesses and the retention of existing businesses in the town of Stonington. The end benefit of its actions will be to facilitate quality growth in the Town's commercial, industrial and corporate tax base. In carrying out their duties, members of the EDC will strive to properly balance the Town's tax burden between its individual and corporate citizens and will seek to preserve the quality of life in the Town."

Highlights of Present Year Operations:

- 1) Provided over 30 specific recommendations for the new POCD many of which were in the final version. Coordinated participation of the Greater Mystic and Ocean Community Chambers during the POCD hearing process.
- 2) Advocated and advanced the Heritage Manufacturing zone initiative to broaden allowed uses in the M-1 zone.
- 3) Advanced a sense of urgency to the DOP hiring process.
- 4) Added value to the DOP hiring process, an EDC member served on the interview committee.
- 5) Two new EDC members, Danielle Chesebrough and Virginia Abernathy.
- 6) Improved web presence by moving EDC's website to a webpage on the Town's website. Updated documents that appear on the webpage, including the Town Business Guide and listing of incentives.
- 7) Improved web presence by establishing a Facebook page (Stonington Economic Development Commission).
- 8) Reviewed draft Subdivision Regulation Text Amendments, provided written comments to PZC.
- 9) Proposed a zoning text amendment to allow Micro Breweries and Brewpubs.
- 10) Conducted business outreach.
- 11) Advocated for business interests at PZC public hearings.

Objectives for Coming Year

- 1) POCD implementation, a member of EDC serves on the Implementation Committee. EDC high priority tasks are the HM initiative (broadening allowed uses in the manufacturing zone) and creating a master planned zone for the Aquarium.
- 2) Continue business outreach and work to formulate recommendations to improve zoning regulations. For example, (1) text amendments to reduce regulatory constraints in the Groundwater Protection Overlay District (woodworking is prohibited in Old Mystic, keep Doris project in Stonington). (2) Review the MC-80 zone and develop text amendments favorable to marina operators.
- 3) Work with DOP and advocate for a new master planning tool suitable for the contemplated Perkins Farm Campus.
- 4) Work with DOP on concept plans for stalled projects such as Liberty Crossing and problem properties such as the Stillman Avenue Mill (formerly CT Investment Castings) and the Campbell Grain Property.
- 5) Review and prepare recommendations on flood issues such as (1) Stonington's recent change from 1 to 5 years for Substantial Improvements. (2) Regulations that would slow or prevent rebuilding after a major storm event.

Major Budget Changes and Commentary:

See Executive Summary.

Addendum:

STONINGTON ORDINANCE RE: ECONOMIC DEVELOPMENT COMMISSION

BE IT ORDAINED BY THE LEGAL VOTERS OF THE TOWN OF STONINGTON IN LAWFUL TOWN MEETING DULY ASSEMBLED:

Section 1. The Town of Stonington hereby accepts the provisions of Section 7-136 of the General Statutes of the State of Connecticut and establishes hereby an Economic Development Commission.

Section 2. The purpose of said Commission shall be the promotion and development of the business and industrial resources of the Town of Stonington and for that purpose said Commission shall have all the rights, powers, duties and obligations confirmed and implied by Section 7-136 of the General Statutes.

Section 3. Said Commission shall consist of nine (9) members and three (3) alternate members appointed by the Board of Selectmen of the Town of Stonington. One (1) alternate member of said Commission shall be appointed for a term of one (1) year; one (1) alternate member shall be appointed for a term of two (2) years; and one (1) alternate member shall be appointed for a term of three (3) years. The term of each alternate member shall begin on the first Tuesday of April, 1987 and on the first Tuesday of April, 1988 and annually thereafter, alternate members shall be appointed for a term of three (3) years from the date of appointment and until his successor is appointed and qualified. Regular members shall be appointed for a term of five (5) years from the date of appointment and until his successor is appointed and qualified.

Adopted December 17, 1962 Amended Section 1 September 3, 1986 Amended Section 3 March 2, 1987
See Charter Section 7-10 regarding membership

CONNECTICUT GENERAL STATUTES Sec. 7-136.

Municipal economic development commissions. (a) Any town, city or borough, by ordinance, may accept the provisions of this section and may establish an economic development commission for the promotion and development of the economic resources of such municipality. The ordinance shall specify (1) the number of members of such commission, which shall be not less than five or more than fifteen, and the number of alternates, if any, (2) whether the members and alternates shall be elected or appointed by the chief executive authority of the municipality and (3) the terms of the members and alternates, which (A) in the case of appointed members shall not exceed five years and shall be so fixed that the terms of approximately one-fifth of the members shall expire each year and (B) in the case of elected members shall not exceed six years and shall be so fixed that the terms of approximately one-fifth but no more than two-fifths of the members shall expire in each odd-numbered year.

Notwithstanding any contrary provision of law, the legislative body of any town, city or borough which elects members and alternates may provide for a reasonable method of transition for such offices which may include reasonable extension of such terms and provision for interim terms. Any vacancy in the membership of the commission shall be filled for the unexpired portion of the term by the chief executive authority. Any such alternate members shall, when seated, have all the powers and duties of a member of the commission. In any case in which the members of the commission or alternates are appointed by the chief executive authority, any member or alternate may be removed by such authority for cause and, on request of such member or alternate, after public hearing. The members and alternates of the commission shall receive no compensation for their services as such but shall be reimbursed for their necessary expenses incurred in the performance of their official duties. The commission may appoint employees necessary for the discharge of its duties.

(b) The commission shall conduct research into the economic conditions and trends in its municipality, shall make recommendations to appropriate officials and agencies of its municipality regarding action to improve its economic condition and development, shall seek to coordinate the activities of and cooperate with unofficial bodies organized to promote such economic development and may advertise and may prepare, print and distribute books, maps, charts and pamphlets which in its judgment will further its official purposes.

(c) The commission shall annually prepare and transmit to the legislative body of its municipality a report of its activities and of its recommendations for improving such economic conditions and development.

(d) Any municipality which establishes an economic development commission may annually appropriate for its purposes a sum not exceeding one-twentieth of one per cent of the last-completed grand list of taxable property.