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Regular Meeting Minutes
Town of Vernon Economic Development Commission
Wednesday, January 9, 2012 at 7:30 A.M.
Vernon Town Hall, 3rd Floor, 14 Park Place
Rockville/Vernon, CT
*******DRAFT *******

1. Call to Order – Meeting called to order by Chairperson Jeffrey Cohen at 7:35 AM. Those present were Peter Olson, Bruce Kellogg, Vincent Shaheen, Meghan Scranton, Bill Breslau and Shaun Gately. Jill Merriam arrived at 7:37 A.M. Those absent were Jim Sendrak, Bill McGurk and Dan Kennedy. Mayor Apel was also present.

2. Public Forum – No one present to address the Commission

3. Approval of Minutes from meeting on December 12, 2012 – *A motion to approve the December 12, 2012 minutes was made by Peter Olson and seconded by Bill Breslau. Motion passed unanimously with Bruce Kellogg abstaining*

4. Administrative Items
   A. Communications and Correspondence
      - Mr. Gately informed the commission of an article in the Hartford Business Journal written by Dan Kennedy.
   B. Three Year Plan Discussion
      - Timeline – Mr. Gately distributed a two year plan and a three plan for the EDC. This was precipitated by a resolution that was adopted in September 1997 to establish an Economic Development Reserve Fund. There is to be a designated amount of money, not to exceed $ 50,000 which may be used for program expenditures in accordance with the three year economic development project plan. The EDC will review and discuss the two plans that Mr. Gately distributed at their February meeting. Action will need to be taken before the budgetary process begins for FY14.
      - Goals- The commission felt that once the branding was figured out, actionable items would be identified.
      - Next Steps – Once the goals have been established, the actionable items will move forward.
   C. Election of Officers
      - *Motion was made by Bruce Kellogg and seconded by Peter Olson to re-elect Jeffrey Cohen as chairperson of EDC. Motion passed unanimously.*

5. Economic Development Status Update
   A. Current Projects
      - Amerbelle
        - Mr. Gately is still meeting with current owner and is encouraging him to work with some engineers on what the owner is planning on doing with the property.
      - 200 West Main Street
        - The owner is proceeding while working with DECD. He is seeking funding to continue with the project.
      - 444 Hartford Turnpike
        - The plans went to Planning and Zoning on December 20, 2012. The owner is planning on having a 5 unit retail site with Dunkin' Donuts and a financial unit being the end caps.

6. New Business
   A. Community Outreach/ Events
      - Recognition Programs
        The event is scheduled for March 28, 2013. There are currently two sponsors, Key Hyundai and Imageworks, LLC. and they are in need of one additional sponsor. They will be putting a budget together and have more information at the next meeting.
      - Broker/Developer/Business Showcase
        Mr. Gately stated that there are two sponsors – Scranton Motors and Kahan, Kerensky and Caposella. He is looking to hold the showcase in early summer perhaps in June. More details will follow.
      - Job Fair
        Mrs. Jackle updated the commission on the Job Fair. A letter has been drafted to send to local businesses. Mr. Sendrak will meet with Mr. Gately to discuss the possibility of having a link on the town's website and also speak to Mr. Cohen about creating a website for the job fair.
      - Startup Weekend – University Outreach
        Mr. Gately has been in contact with CCSU and UConn. After a brief discussion, it was determined that they need to figure out how to find developers who could build low cost incubator space. There needs to be a plan for entrepreneurs as well as businesses.

7. Old Business
   A. POCD Implementation objectives
      The commission stated that the POCD implementation objectives should be included in the three plan to be discussed next month.
      - RDA/ Investing in Rockville/ Facades and design of Rockville –
      - Branding
      - Talcottville Mill
      - Development of Exit 66 and 67
      - Retention and Business Development
      - Parking Needs
      - Update on Roosevelt Mills
      - ESCU

8. Adjournment – *A motion to adjourn was made by Bill Breslau and seconded by Peter Olson at adjourn at 830 AM. Motion passed unanimously.*

Respectfully submitted,
Peggy A. Jackle
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Recording Secretary