

ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
Oxford Town Hall
Tuesday, July 17, 2012 – 7:00 PM

I. Call to Order – The meeting was called to order at 7:05 PM.

-Members present:

Peter Costabile
Robert Saracino (Chairman)
Joseph Andreana
Ed Carver, Seated Alternate

-Members Absent: Eric Tichy

August Palmer III
John Kozloski

-Others present:

Andrew McGeever, Economic Development Director

II. Audience of Citizens

No audience of citizens was present.

III. Review and Acceptance of Regular Meeting Minutes of 6-19-2012

Motion to accept minutes by Mr. Costabile, seconded by Mr. Andreana; motion passed unanimously.

IV. Treasurer/Secretary's Report –It was noted that we ended F2012 well within budget. F2013 is less than one month old and there are no major expenditures anticipated; we are well within budget at this point. There was discussion about the use of some of the categories, particularly Development, and the potential for expenditures in the Marketing line related to the planned Residents' Forum and, possibly, a newsletter.

V. OLD BUSINESS

1. Committee Updates

- Marketing: Discussion of the Residents' Forum this fall. Mr. McGeever has contacted State Representatives Labriola and Kane and both are available to attend and present. We discussed the usual structure and roles of the Director and the Commissioners; all agreed and understood. We settled on the date of Thursday, October 11, at 7 PM and Mr. McGeever will secure the large meeting room in the Town Hall for the evening and contact Mssrs. Labriola and Kane to inform them of the date and confirm their attendance. Promotion of the event will begin shortly after.
- The idea of a newsletter was also discussed but, in Mr. Palmer's absence, the topic was tabled.

- Database: Tabled
- Oxford Business Corporation Update – Discussion of the structure and focus of the group. Mr. McGeever presented suggestions that First Selectman Temple has gathered during meetings with businesses in town. The first was the idea of a help wanted list being posted on the town web site and in various other public places.

Mr. Saracino proposed a motion in support of the listing of job opportunities for local businesses at Town Hall, on the Town Web Site and in various other public places. It was seconded by Mr. Carver. There was no discussion or questions and the motion passed unanimously.

Mr. Saracino proposed a second motion to allow the job posting list or a link to the list appear on the EDC Site/Page; it was seconded by Mr. Andreana. A question was raised by Mr. Costabile about whose responsibility it would be to add the information and maintain it. It was agreed that the Director would be, as with all content on ED site, responsible for the addition, maintenance and upkeep of any links or content on the site. The motion was amended to include this language and finally read: I move to allow the job posting list or a like to the list to be allowed to appear on the EDC Site/Page and be maintained by the Director or an appropriate party designated by him. There were no further questions, comments or additions and the motion passed unanimously.

The second feedback that Mr. Temple has received was that the businesses would be interested in informal, monthly meetings at off site locations. These would be facilitated by the First Selectman and his staff and provide forums for businesses to meet, discuss issues among themselves and hear presentations from town representatives and the like.

There was some discussion about this since the Commission had raised this concept in the past and had discussed developing a similar group albeit more formally. In the end, Mr. Saracino proposed the following motion: he moved that the Commission support and participate in the informal meetings of Oxford businesspeople. The motion was seconded by Mr. Costabile. There was no further discussion or questions and the motion passed unanimously.

- Foreign Trade Zone-No current developments
- Economic Development Director's Report –

Progress is being made on several projects in town including Technology Park, 10 Woodruff Hill and the Power Plant where they are awaiting federal approval from the EPA. The Salton development

on 67 is still being contested but dialogue continues. An existing business in town is developing a 50,000 sq ft a second, existing business, that had considered moving from town, will be staying. They occupy 28,000 sq ft now and plan on buying an existing building for expansion in town. There have been ongoing discussions about a Town Center project which continue. A key element, an anchor store, is being sought by both the developer and the Director.

○ Strategic Plan Review-Tabled

- VI. NEW BUSINESS – Commissioner and Secretary, Thomas Wendorff, has submitted his resignation from the Commission; the First Selectman's Office has been notified and the resignation filed with the Town Clerk. Mr. Andreana raised a question about procedure for filling the position and whether our alternate, Mr. Carver, should be slotted into Mr. Wendorff's position per Ordinance. This will be reviewed by the Chairman and discussed with the First Selectman's Office and/or Board of Selectmen.

No meeting is planned for August.

- VII. OTHER BUSINESS: none

- VIII. ADJOURNMENT – Motion by Mr. Andreana to adjourn, seconded by Mr. Costabile; there was no discussion, the motion passed unanimously, meeting adjourned at 9:00.

Signature:

/s/ Robert Saracino
Chairman-OEDC

12 JUL 24 PM 12:07
TOWN OF TOWN, CT
Margaret A. Clark
TOWN CLERK