

**ECONOMIC DEVELOPMENT COMMISSION
RESCHEDULED REGULAR MEETING
MONDAY, MAY 16, 2016
6:15 P.M., UPSTAIRS FOYER**

MINUTES

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Note: These are summary minutes. A tape recording of this meeting is on file in the Commission Secretary's Office in the Wolcott Town Hall.

REGULAR MEETING

I. CALL TO ORDER

Chairman Hughes called the Rescheduled Regular Meeting to order at 6:15 p.m. with the Pledge of Allegiance and attendance was taken.

MEMBERS PRESENT: Chris O'Brien, Dave Grant, Mary Kelly, Sean Hughes

MEMBERS ABSENT: Terry Mulhall, Richard Mansfield

II. APPROVAL OF MINUTES:

Upon **MOTION** by Mary Kelly, seconded by Chris O'Brien, it was unanimously voted to **APPROVE** the minutes of the Rescheduled Organizational Meeting and Regular Meeting on 3/14/2016

III. CORRESPONDENCE

There were no Correspondences at this time.

IV. PUBLIC REQUESTS

There were no Public Requests at this time.

V. SUB-COMMITTEE REPORTS

1. Small Business Development

Sean Hughes says the only (recent) article in the newspaper was regarding the property next to the golf course. Chris O'Brien said he believes that E-Z Pickins closed within the last week. Mary Kelly said the coffee house on Meriden Rd. was recently featured on the news and she visited the site. She also mentioned about the countertop place on Rte. 69, next to the bowling alley, as to what was going on there and it was stated the office is still waiting for the applicant to bring back the zoning permit to operate his business.

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VI. OLD BUSINESS

Sean Hughes said there are action items that the members were to look into as follows:

Mary – list of available properties and local businesses

Chris – shopping guide

Terry – contacting local businesses – list of top questions to ask

Dave – reach out to Chamber of Commerce – get list of current members

Sean - look into putting on an event for local businesses.

Sean Hughes said we should prioritize this list as to what is attainable and then move onto the next thing. He said to pick one, focus on that, and go on to the next one. He then read a list of questions to ask businesses that Terry Mulhall had put together. Mary Kelly said the list is great and that you should be able to go into a business and within 5 to 15 minutes you should be able to get answers to the questions, get a business card, and be out. Sean Hughes said as the Economic Development Commission it is our agenda to support the businesses in town and attract new business. There was a brief discussion as to emailing a survey of questions to businesses. It was then discussed to put an article in the newspaper to let the businesses know what the Commission is looking to do with this survey, and to get their input, whether positive or negative. Sean Hughes asked who would want to put an article together to put in the paper and Mary Kelly said she would look into it and get everyone's input and work off of that. Dave Grant said he could put the survey on line so it will always be there and put the website address in the newspaper article and inform businesses if they wanted to fill out the survey to just go to the website.

Mary Kelly said she spoke to the Assessor's Office regarding getting a list of properties and local businesses but was told this was something we should not pursue as this falls under a realtor's category and may not be within our jurisdiction. Mary Kelly said at this time we should eliminate this action item and focus on the others.

Chris O'Brien said we already have the "whywolcott" website and looking through that he said most were geared towards financial or professional offices. He was thinking to be more retail orientated. Dave Grant said the list on that website was pulled from the Chamber of Commerce members and is more business to business. Chris O'Brien asked about putting a listing on the website more towards retail, contractors, etc., if possible. Sean Hughes said if any member is out talking with businesses try to encourage them to put their contact information on the website. Mary Kelly said she remembers seeing a shopping guide (flyer) for Wolcott last year that was an insert in the newspaper.

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Dave Grant said he has been busy with the Chamber of Commerce annual dinner but they are meeting on Wednesday, May 18th, and if anyone was interested in coming to let him know. He said if the members have anything he would like him to address at the meeting on the 18th to give him a list of questions. Mary Kelly said to ask the Chamber about the survey to see if they are interested in working with us on it, on how to promote it, etc.

Sean Hughes as far as looking into an event for local businesses he thinks in reaching out and seeing what everyone wants the survey would be the best bet at this time. He said doing the survey, shopping guide and reaching out to the Chamber of Commerce is more manageable right now.

VII. NEW BUSINESS

There was no New Business at this time.

VIII. UPDATE ON WOLCOTT BUSINESSES AND POTENTIAL BUSINESS DEVELOPMENT

Sean Hughes said we discussed some of this above (under Sub-Committee Development).

VIII. ITEMS FOR THE NEXT AGENDA

Sean Hughes said maybe we should have a workshop before the next meeting. There was a brief discussion and it was decided to hold a workshop on June 27, 2016 at 6:15 p.m. in the upstairs foyer at the Town Hall. Sean Hughes said he would advise the secretary of the items for the next agenda before the next scheduled meeting.

IX. ADJOURNMENT

Upon **MOTION** by Mary Kelly, seconded by Dave Grant, it was unanimously voted to **ADJOURN** the Regular Meeting at 6:47 p.m.

APPROVED:

Sean Hughes, Chairman
Economic Development Commission

Edna Henderson, Recording Secretary
Economic Development Commission