

**ECONOMIC DEVELOPMENT COMMISSION
RESCHEDULED ORGANIZATIONAL & REGULAR MEETING
MONDAY, FEBRUARY 5, 2018
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.

(Tape Malfunctioned Periodically)

ORGANIZATIONAL MEETING

Attorney Brian Tynan called the Organizational Meeting to order at 6:20 p.m. with the Pledge of Allegiance and attendance was taken.

MEMBERS PRESENT: Linda Segal, Maggie Gugliotti, Judy Miceli, Denise Lagasse, Mary Kelly

MEMBERS ABSENT: Terry Mulhall, Richard Mansfield

ELECTION OF CHAIRMAN

Attorney Brian Tynan asked for nominations for a Chairperson.

Judy Miceli nominated Mary Kelly for Chairperson with a second by Linda Segal.

Attorney Tynan asked three times if there were any other nominations and there were none. Attorney Tynan stated hearing no other nominations he called for a vote.

By voice call vote it was unanimously voted to elect Mary Kelly as Chairperson.

ELECTION OF VICE-CHAIR

Attorney Brian Tynan asked for nominations for a Vice-Chair.

Mary Kelly nominated Judy Miceli as Vice-Chair with a second by Maggie Gugliotti.

Attorney Tynan asked three times if there were any other nominations and there were none. Attorney Tynan stated hearing no other nominations he called for a vote.

By voice call vote it was unanimously voted to elect Judy Miceli as Vice-Chair.

TIME AND PLACE OF REGULAR MEETING

Chairperson Mary Kelly asked everyone if the current schedule of once a quarter at 6:15 p.m. worked for everyone and they all stated yes.

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Therefore, the Commission decided to continue meeting the first Monday in February, May, August and November at 6:15 p.m. in the upstairs foyer of the Town Hall.

Upon **MOTION** by Maggie Gugliotti, seconded by Judy Miceli, it was unanimously voted to **ADJOURN** the Organizational Meeting at 6:25 p.m.

REGULAR MEETING

I. CALL TO ORDER

Chairperson Mary Kelly called the Regular Meeting to order at 6:26 p.m. (Attendance was the same as listed above for the Organizational Meeting).

II. APPROVAL OF MINUTES:

Upon **MOTION** by Mary Kelly, seconded by Mary Kelly, it was unanimously voted to **APPROVE** the minutes of the Regular Meeting of February 6, 2017.

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

There were no Sub-Committee Reports at this time.

VI. OLD BUSINESS

1. Discussion on action items (survey questionnaire)
2. Wolcott Econ. Dev. Comm. on Social Media (Facebook and Linked In)

At this time Chairperson Mary Kelly went on to explain how the commission discussed doing a survey questionnaire and putting themselves out on facebook, etc. to let people

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know we are here for them. She said we have to have a goal and a mission in order to move forward and is planning on discussing this tonight.

VII. NEW BUSINESS

At this time Chairperson Mary Kelly said she wanted to go over some of the information they received in their packets. She said the Commission did talk about a survey for town businesses and how we can help them but the Commission went dormant and never went forward on this. She said before we can move on with a survey she would say we have to let people know who we are and introduce ourselves. She said there was discussion on a meet and greet, teaming up with the Chamber of Commerce but things did not go forward. Chairperson Mary Kelly went on to explain the zoning permit listing that was in their packets and how it shows them the new businesses opening up and their location.

Maggie Gugliotti said as far as the survey would that be like asking the businesses what they like about being in Wolcott. Maggie Gugliotti said our job would be to entice businesses into Wolcott. Chairperson Mary Kelly said we need to fill in vacant spaces, like Illusions. She said we have to get out there what the town has to offer, for example, tax rate, great school systems, etc. She went on to talk about the Wolcott brochure that she produced in 2015 that shows the town statistics, school systems, pictures, and so on. She received help from Council of Governments on this and she would like to update it with the current statistics.

Chairperson Mary Kelly said we need to move forward and look at ways on how we can get people/businesses to know who we are. She said previously they discussed doing a meet and greet but doesn't feel that's a good idea right now. Judy Miceli said we need a strong foundation on who we are before we move on to the next step. Judy Miceli said we need to be very clear and on the same page as to what this Commission is and how do we get it out there. She went on to say as a business owner herself she has received surveys before and they are time consuming. Denise Lagasse said you could have a subtitle on the survey, such as, "help us, help you". There was further discussion as to a post card with like 5 questions and Denise Lagasse said we need to put an article in the Wolcott Community News with a picture profile that says who we are as a Commission.

Chairperson Mary Kelly said she will write out a mission statement and email to all the members for their input. She said for them to add to it or suggest changes and send back to everyone. She said we don't meet again until May but we could do a workshop at any time. Judy Miceli said she would like to meet with the Econ. Development person in Southington to get information from him before we do the mission statement and she will let everyone know via email as to what they discussed. Linda Segal said that is a

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great idea and to get as much information as she can from him. Everyone was in agreement with Judy getting what information she can from her Southington Econ. Dev. and Chamber of Commerce contacts. At this time Chairperson Mary Kelly had everyone give an introduction statement about themselves and their families. There was some more discussion on the mission statement and the survey questionnaire as to what questions we should ask, etc., and it was stated that they would discuss this at a workshop.

VIII. UPDATE ON WOLCOTT BUSINESSES & POTENTIAL BUSINESS DEVELOPMENT

There was no discussion on this at this time.

IX. ITEMS FOR THE NEXT AGENDA

Chairperson Mary Kelly said to take off Small Business Development and Wolcott Economic Dev. Commission on Social Media. She said to just go with the discussion on action items (survey questionnaire) and the Commission's mission statement.

X. ADJOURNMENT

Upon **MOTION** by Maggie Gugliotti, seconded by Linda Segal, it was unanimously voted to **ADJOURN** the Regular Meeting at 7:22 p.m.

APPROVED:

Mary M. Kelly, Chairperson
Economic Development Commission

Edna Henderson, Recording Secretary
Economic Development Commission