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TOWN CLERK

TOWN OF EAST HAVEN
ECONOMIC DEVELOPMENT COMMISSION
FEBRUARY 9, 2022
VIRTUAL MEETING VIA ZOOM
7:00 P.M.

MINUTES

1. **Call meeting to order/roll call of members**

Chairman Shumitz, Commissioner Maiorana, Commissioner Chignon and Vice Chair Bittner were present; Commissioner Tarducci was absent. Ray Baldwin, Director of Economic Development was also present.

Chairman Schumitz called the meeting to order at 7:00 p.m. Roll call was called and a quorum was present.

2. **Pledge of allegiance**

Members in attendance recited the Pledge of Allegiance

3. **Approval of January 12, 2022, meeting minutes**

Commissioner Tarducci made a Motion to approve the minutes of the January 12, 2022, meeting. Commissioner Maiorano Seconds. *All in favor, Motion carried.*

4. **Correspondence**

None

5. **Public Comment**

Lorena Venegas had questions about the breakfast at the Bistro coming up in April this year at \$35 per head. Invitee list only with tax payer dollars. East Haven Chamber of Commerce? or you can include businesses that are not in the Chamber. She is looking for more details. East Haven was hot topic at SCRCOG last meeting with? and Tweed runway improvements. She would like that information clarified. She also wants to discuss manufacturing and adult apprenticeship programs in Town. We do not have any. And in the high school program we've had some problems with the recruitment.

6. **Presentation by town planner, Joe Budrow, on the Zoning Process**

Ray Baldwin invited Joe Budrow to come speak tonight. Mr. Baldwin stated one of the key elements of a successful Economic Development program in the Community, is having a team in place that acknowledges is the importance of economic development. Knowing that they are an important part of the process and their attitude and demeanor they have with the public goes a long way in determining the success of the Economic Development program. We are very fortunate to have Joe Budrow on board as well as Jim Basset who has been with the town a long time in the Building Department. We have the addition of

Jonathan Bodwell who is the Town Engineer as well as Jennifer Coppola, Esq., zoning attorney. In addition, we have Roberta, Giovanna and Chuck Licata. Ray stated he couldn't ask for better individuals to work with who are professional.

Joe Budrow will discuss what's going on with the Zoning Department and the process and walk you through. Joe started here March 11, 2021. It has been busy in East Haven. He has been in land use for 15 years and worked in Portland, Haddam, Burlington, and the Town of Essex and have met many commercial businesses people and helped many people go through the process. Joe worked with many town engineers and real estate agents. People come here and I don't tell them what they can't do. I am fair. The regulations are blueprint for what anyone can propose in any town. I am always open to hear what people want to do and then helping them know what the regulations will allow. We have been pretty busy this past year. We have zoning regulations and there was a new? plan and development up and running and was helped put together by Chris Soto and Brian Miller. Also working on modifying the zoning regulations. We have a draft zoning map that a business out of Branford has been working on until the funds dried up but that will be revisited. The biggest job for the planning and zoning commission going forward is for the spring and summer to address the draft book of regulations that was left undone and a zoning map that will help guide businesses in the future starting in the summer and fall. The goal there is to have an application for a text amendment. To readdress the zoning book and be in front of the planning and zoning commission in April. It won't be rushed and everybody will have a voice.

As of today we do have set in stone zoning regulations. When a business wants to come into town they have a change of use or new use. Changes of use, the way the zoning board regulations are written every? needs to go to the Planning and Zoning Commission. There are 2 permit types with P&Z. For bigger uses in various districts in town they are looking at a special section in town. Without a doubt requires a public hearing and at least 2 1/2 to 3 months expectations for that commercial activity to get their progress. For small uses, I think too many uses, they go to the planning and zoning when I think you can deal with many of them at the zoning department. At this time no matter how many businesses whether big or small need to go to before the Zoning commission for a site plan review. Mr. Miller had big changes proposed in the draft book but I don't know if the town is ready to head down this road this year without dissecting it more. One was a central business district to be in the area of Town Hall, Trolley Square and the business is at 208 Main St. Over at Walgreens or CVS, that was proposed as a central business district but I don't think we have the standards ready to go forward yet. I will be more of a fall proposal.

7. Recap of economic development in 2021

Ray Baldwin stated that the takeaway from this presentation is that you mentioned very early on that we are here to help people. The operative word is help. Bringing people in and telling them what we can do and bringing them a path to success. There another and number of other small businesses come in to town. Ray will prepare a list and sending out the commissioners.

8. Discussion about economic development breakfast April 28, 2022

Ray stated the Board met regarding the Economic Development breakfast and we're going to be sending out a save the date. It is for East Haven businesses and we are developing a list. Some are members of the chamber. We have limited space and, will be invitation only. We wanted to see what kind of success we have. Lori stated we are expecting about 100 attendees and are all East Haven businesses. Bob stated we should recognize Foxon Soda as they have been a part of this Town for many years. It will 100 years in town this year.

8b. Presentation by South Central CT Regional Economic Development Corp.

Lori made a motion to add 8b as an Agenda Item and Chairman Schumitz seconds. All in favor.

Ray stated that Barbara Malberg is an economic development representative from South Central CT Regional Economic Development Corp. and the purpose of her presentation tonight is that she is required to do a five-year strategic plan review with each community within our district.

Barbara presented, at length, a comprehensive report to the Board with a slide show of the plan. The undersigned clerk attaches that plan material as part of the minutes. Per Barbara, the Annual report is due June 1st and the draft for submission will be due by 12/2022.

9. Discussion about economic development marketing plan & promotional video

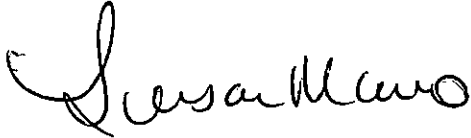
The business department in the audiovisual department we're going to be bringing together some ideas to review but I'm not sure where they are with that per Ray. Lori stated she spoke with the principal from the high school and they were rolling it out this semester. They were going to be wrapping up the first semester and started the second semester starting the end of January so she will follow up with Mr. DiNuzzo.

10. Other business to come before the committee

None

11. Adjournment

Lori made a motion to adjourn at 8:17 P.M. Chairman Shumitz seconds. All in favor.

A handwritten signature in cursive script that reads "Susan Mauro". The signature is written in black ink and is positioned above the printed name and title.

Susan Mauro
Clerk