

**Town of Winchester
Economic Development Commission
Meeting Minutes, June 3, 2014**

1. Call to Order
7:02 pm
2. Roll Call
Present: Chris Palmer, Vice Chariman: Gina Sartirana, Anna Norland, Kim Wimmer,
Chairman: Dick Labich, Susie Collier, Carol O'Connell
Others Present: Dale Martin (Town Manager) Candace Bouchard (BOS liaison)
Absent:
3. Agenda Review
4. Approval of Minutes
(May 20 – Carol) (May 29 – Anna, new secretary) : tabled
5. Public Comment
6. Presentation – Paul Vayer : eliminated
7. Old Business:
 - a. Full Commission Membership: Willy Pratt will join the Economic Development Commission
 - b. Small Business Saturday, Nov. 29: no additional information
 - c. Job Fair: postponed until early fall September/October
 - d. Adopt a Park: no additional information. Dale agreed to help Kim with Department of Transportation regarding the benches, trash can adoptions, and bus shelter
 - e. Industrial Park – Lot 11: Dick will meet Thursday with Mary Liz Simmons with Aztec book publishing regarding the purchase of this property. There was some question as to the value and sale price of the property. Marshall Cohen suggested \$80-85,000; David Dean and Kevin Nelson suggested \$75-100,000. Town Manager verified that no state approval was required for the sale of the lot.
 - f. East End Park Events: Laurel Festival to be held 2-6 pm. Discussed “food truck Tuesday night”
 - g. Budget: \$2800 for folder project, \$2400 left to be used by June 30th. Discussed money required to finish the sign project. Carol gave a quote \$4900 installed + tax. Discussed advertisement with the Hartford Courant for Whiting Mills, sports events, antiques in the Calendar section. Discussed SERC as a means of advertising. Suggested that Dale check out what they can offer the town. Lights for trees also discussed. Radio advertising and the purchase of gift cards for next year with this years money. EDC will make a decision June 17th.
 - h. BOS Approval of Revised Bylaws
 - i. Community Resources Fair: no additional information
 - j. Business Survey: will have a survey for June 17th meeting
 - k. Food Service at Concerts: First concert July 10th. Discussed options and collaboration with FOM Helen Binell. Permits are required from the Torrington Area Health, Dale would check if a town permit was required
 - l. BOS request:
 - 1) EDC feels that a more defined and clear definition of the project is required. What is the format? Will it be online?
 - 2) Spreadsheet will include retail, industrial and restaurants; all those that pay property tax, categorized by address with name, owner and business name listed
9. Sub Committees

a. EDC Website Development and Data Base: The website needs major revamping; links do not stay open, the document section does not have minutes and agendas, the about us section is out of date and the contact us section has a map that needs to be removed. All information for the website should be directed to Susie.

b. Cable Show: Ray Robago is the new producer. Next show June 17th will feature the printing industry, rare business in Winsted. Next shows July 1st and 15th.

CT Tourism: Carol looked into adding the antique shops. Dick mentioned that Mary Hart was very successful with signing business for ads on the map. 33 merchants signed up and expect 3-5 more. The back page was discussed as potentially showing a regional map or perhaps identifying the proximity of Winchester to Boston, and NYC. The map is said to be available mid-July.

Folders: have no additional information, discussion was had regarding the pictures and the possibility of using Mary's pictures.

OTHER INFORMATION: Dick mentioned that in the Calendar section of the Hartford Courant there continues to be little to no information.

10. New Business:

a. Planning Office Business Update: Dale indicated that we are still waiting on the grant application. Engineers on the Dunkin Donuts project have some environmental issues but are moving on. There is a pending application for a restaurant 8 Main Street. The BOS moved forward on the sale of Lambert Kay, and ad was placed in the paper and proposals are due next Thursday. Two potential businesses are manufacturing and warehousing

b. Torrington EDC: eliminate from Agenda

c. Business Updates: Berry Tree perhaps in trouble, suggestion to give samples at concerts. Cackleberries have extended late hours, seem to be doing well.

d. Survey: Suggested in the next few months the EDC make the rounds to businesses and survey

e. Business Cards: Dick suggested having EDC business cards, use money from the antique boat show

11. Correspondence/Bills: no additional information

12. Adjournment

Motion: Susie Collier 8:27 pm