

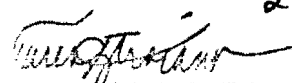
MINUTES

Town of Stafford
Economic Development Commission
Warren Memorial Town Hall
Veterans Meeting Room
Tuesday October 29, 2019
7:00 P.M.

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TOWN CLERK

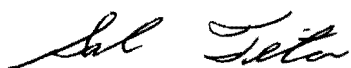
Meeting Attendees: Ilene Whitmarsh, Marion Rios, Richard Shuck, John Wittenzellner, Sal Titus, Amber Wakley

Guests: Deb Denfeld, Project Manager, FUSS & O'NEILL

---Agenda---

- I. Call to Order: Meeting called to order by Chairman Sal Titus at 7:15 pm, a quorum was established. Commission members stood for the Pledge of Allegiance.
- II. Approval of Minutes: Approve minutes of September, 19, 2019 Special Meeting, Ilene Whitmarsh made a motion to approve the minutes as presented, Seconded by Marion Rios. Motion passed unanimously.
- III. OLD Business:
 - A. **Donald Poland's Report**
 - After a general discussion regarding recapping Donald Poland's report and presentation given on May 29th, it was agreed that the Commission would not abandon pursuing a second grocery store but reprioritize its efforts focusing on the other areas in the report which shows the community could support.
 - B. **Town marketing package and website**
 - Amber Wakley presented the new Economic Development Website to the group. The group also discussed possible EDC logo options. Amber to work on creating the new logo.
 - Amber Wakley shared the Welcome Packet
 - C. **Stafford Brownfields Initiative**
 - The Town of Stafford was recently awarded \$300,000 brownfields grant from the U.S. Environment Protection Agency to be used for assessment and remediation of several potentially contaminated properties. The grant will be used to develop an inventory of potential brownfield sites, conduct Phase I environmental assessments, Phase II assessments as needed and create remediation plans.
 - Stafford Brownfield Advisory Board
 - Establishment/Mission Statement – To encourage participation in identifying and assessing potentially contaminated properties within the Town of Stafford with greatest potential for revitalization and redevelopment.
 - Membership, Appointments and Vacancies; Terms – The Stafford Brown Advisory Board will consist of seven (7) electors, for three (3) year terms, terms to expire on November 19, 2022, A board member may be reappointed for one of more successive three-year term(s).

Respectfully Submitted,



Sal Titus, Chairman, Acting Recording Secretary

- Amber Wakley led the discussion with Deb Denfeld, Project Manager with FUSS & O'NEILL. Amber discussed potential town site locations with Deb. Amber also provided the EDC Commission with information on the Stafford Brownfield Advisory Board as noted above.

D. Discussion regarding types of land use and recommendations to P&Z

- During discussion regarding types of land use and recommendations to the P&Z it was determined by the members present that we should have a special meeting on this topic and that Chairman Shuck was to get copies of the two regulation change applications to remove the cap on retail development that was previously submitted to the P&Z in 2015. John Wittenzellner made a motion to for the Chairman to obtain the documents and schedule a special meeting for 6:00 on September 19, 2019. Voting Yes: Ilene Whitmarsh, Sal Titus, and John Wittenzellner; Abstaining: Mike Delano, Motion passed.

E. Consider reducing the total number of members of the EDC from nine to five

- Request the Chairman to follow up on a previously approved motion to contact the First Selectman regarding members who have not attended any meetings and consider reducing the total number of members of the EDC from nine to five so that it would be easier to establish a quorum.

F. Business Meet & Greet

- Richard Shuck made a motion to hold the Business Meet and Greet Thursday, February 20, 2020 at the Italian Benefit Society, Seconded by Ilene Whitmarsh. Motion passed unanimously.
- Agenda Items so far:
 - Road Projects Updates
 - EDC Website Walk thru
 - Job Fair
 - Feedback via survey during the event
 - Amber Wakley to follow-up on workshop events

G. Job Fair

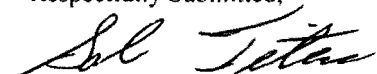
- Tentatively scheduled for Thursday May 28, 2020
- Tentative location: Johnson Memorial Hospital Community Room
- Amber Wakley to complete the application requesting use of Johnson Memorial Hospital's Community Room.
- Sal has notified the Selectman of this event.
- Need to discuss which businesses and colleges to invite to this event.

IV. New Business

A. Eagle Mart Recognition

- Sal Titus made a motion to invite the owner of Eagle Mart to the next EDC meeting Tuesday, November 26, Seconded by Ilene Whitmarsh. Motion passed unanimously.

Respectfully Submitted,



Sal Titus, Chairman, Acting Recording Secretary