

**Economic Development Commission**  
**Tuesday, January 31, 2012- 7:00 p.m.**  
**Canterbury Municipal Drive, 1 Municipal Drive**

**I. Call to Order**

R. Curtis called the meeting to order at 7:05 p.m.

**II. Roll Call**

Members present: R. Curtis, J. Tucker, C. Wellinghausen, S. Donahue, E. Swanson, A. Mierzejewski, J. Fritzsche, R. Tuttle

R. Curtis made a motion to add items C., D., and E. to the agenda under Old Business. He also added B. under New Business. E. Swanson seconded the motion and it passed unanimously.

**III. Minutes- November 29, 2011**

Under item K. PRE, "Plainfield" was added in front the Selectmen in the first paragraph. J. Tucker made a motion to approve the minutes as amended. The motion was seconded and passed unanimously.

**IV. Nomination and Election of new Chair**

J. Fritzsche nominates J. Tucker and C. Wellinghausen seconded the nomination. R. Tuttle made a motion to close nominations and C. Wellinghausen seconded. J. Tucker was voted as Chairman unanimously.

J. Fritzsche nominated S. Donahue for Vice-Chairman and J. Tucker seconded the nomination. J. Tucker made a motion to close nominations and R. Tuttle seconded the motion and it passed unanimously. S. Donahue was voted in as Vice-Chairman unanimously.

R. Curtis turned the meeting to over to J. Tucker.

**V. Treasurer's Report**

J. Tucker stated that she would be willing to keep track of the EDC budget. She stated that Melissa Gil keeps track of the transaction details of the line item. She generated a detailed report from this. J. Tucker stated that according to her report, J. Fritzsche was still owed money for the Fall Festival expenses that she paid for. J. Fritzsche stated her receipts were in the Selectmen's office and she could discuss them later with J. Tucker.

J. Tucker stated that the grant money previously received, funded the EDC website. The Commission had \$201 for the fall festival 2012. She explained that the funds are co-mingled with the other funds but that it was restricted just for fall festival expenses.

**VI. Public Participation -**

N. Hulten, financial adviser from Edward Jones, was present at the meeting. He stated that he currently worked out of his home but the company was looking to open a location in a target area that had a need for personal financial planning. The Commission talked with him about starting the business in town. They informed him of the plaza's that had space available. They stated that the available space in C. Miller's office on Knollwood Drive would be ideal for his business.

## **VII. Old Business**

### **A. Website and Social Media – Alisa Mierzejewski**

A. Mierzejewski gave a presentation on the new Canterbury EDC website. She stated the web site went live January 1, 2012. She walked the Commission through the log in process.

### **B. Future Budget Accounting/spending practices**

J. Tucker stated that she felt the Commission needed to keep a better accounting on their funds. She asked if the members took exception with the Chairman being the Treasurer. R. Curtis stated there was no treasurer in the past and he didn't foresee a problem with the Chairman keeping account of the expenses.

The Commission authorized \$150.00 to the AG Commission for advertising and it appeared that it was not taken out of the budget.

J. Tucker suggested the Commission request \$1,000 for the fall festival. She stated she would also like to request \$1,000 for the business meet and greet. J. Fritzsche stated she received prices from C. Dubois of Wright's Mill Farm. J. Tucker suggested the Commission invite EDC members from the towns of Brooklyn, Pomfret, Putnam, Killingly, and, Thompson to collaborate ideas. She stated that T. Morano suggested they have meet and greets on a regular basis and several towns hold them.

The website required \$200 yearly maintenance. R. Curtis stated that the Commission needed to order additional supplies and plaques for the ribbon cutting ceremonies. J. Fritzsche suggested requesting \$1000 for the river clean-up event. R. Curtis stated that he would like to request \$500 for Greenway related activity.

The members discussed what night to have the meet and greet night. The Commission discussed having the event on March 15<sup>th</sup> or March 22<sup>nd</sup>. The Commission would spend up to \$2,000 on the event. R. Curtis made a motion to allocate these funds. E. Swanson seconded the motion and it passed unanimously.

### **C. PRE**

R. Curtis stated that the town voted to uphold the ordinance did not allow industrial pipes under Canterbury roads. He stated the town lost out on 3 million dollars over the course of the next twenty years. C. Wellinghausen stated that the town also lost out on \$550,000 to fix Packer Road. R. Curtis stated that PRE had secured easements through private property and they would be moving along with the proposal.

### **D. Greenways**

R. Curtis stated that he would like his main to be working on the Greenway. R. LaRose stated that he would possibly donate some of his frontage along the river and several of the neighbors may as well.

### **E. Ribbon Cutting**

J. Fritzsche suggested having the ribbon cuttings at the meet and greet business event.

## **VIII. New Business**

### **A. 2012-2013 Budget request**

The Commission broke down their proposals:

- \$1,000 Fall Festival
- \$400 Ribbon Cuttings
- \$700 for Greenway lobbying and expenses
- \$1,000 River Clean-up
- \$200 Website maintenance
- \$400 June River event
- \$150 Northeast Chamber of Commerce
- \$2,000 Business meet and greet
- \$1650 Branding, marketing, advertising
- \$500 Research incubator location
- \$1000 Directories, Brochures

C. Wellinghausen stated he wished to see some research done on an incubator building where these cottage industries could go to when they outgrow their current locations. He stated he was S. Donahue stated that as an independent study this semester he is doing a review on incubators. He stated he is researching the town of Plainfield and how the incubator park worked for them. C. Wellinghausen stated that Westminster Tools started out on Water Street and is now in Plainfield because the town had nowhere for the business to go.

The Commission discussed how the Community Room can be utilized by different businesses. E. Swanson stated he would like to research this further.

R. Tuttle made a motion to request \$9,000 for the 2012-2013 budget. J. Fritzsche seconded the motion and it passed unanimously.

### **B. Membership**

R. Curtis and J. Fritzsche stated they would like to be reappointed to the Commission. The Commission still had a vacancy.

## **VIII. Correspondence-reviewed.**

M. Gil sent an email regarding a new business.

## **IX. Any other appropriate business**

R. Curtis stated that the new business signs were a different font, and color. He stated he contacted Gagnon Signs, who listen to the concerns, but had not gotten back to R. Curtis.

The April Commission meeting had to be rescheduled due to a presidential primary in the conference room that day.

J. Tucker stated that she met with T. Morano for lunch. She stated he would be willing to attend another meeting of the Commission. The Commission suggested she try to get him to attend the March meeting.

**X. Adjournment**

R. Curtis made a motion to adjourn at 9:00 p.m. R. Tuttle seconded the motion and it passed unanimously.

Respectfully submitted,

Melissa E. Gil  
Land Use Secretary  
\*as recorded