

The Town of Brooklyn Economic Development Commission

Chairperson, Robert Simons

(860)774-6544

*Meeting the First Tuesday of every month @ 4pm at the
Clifford B Green Memorial Center*

REGULAR MEETING MINUTES

Tuesday, November 1, 2016

Members present: Marybeth Leonard, Cary Garcia, Robert Simons, Andrew Pinto, Chris Landis and Ronald Ventura.

- 1.) Call to order - Robert Simons, Chair, called the meeting to order at 4:00 pm
- 2.) Approval of Minutes: Mr. Landis made a motion to accept the regular meeting minutes of October 4, 2016 as presented. Motion seconded by MaryBeth Leonard. Motion passes unanimously.
- 3.) Public Commentary: Mr. Pinto asked AJ Kerouac to clarify what is meant by an “overlay” in the Planning & Zoning Committee meeting minutes. Mr. Kerouac, along with Mr. Landis, explained that it is a property that encompasses more than one zone.
- 4.) Unfinished Business
 - a.) Brooklyn Business Association (BBA) –
 - A Fun After 5 was hosted by Creamery Brook Bison Farm on October 18th. Mrs. Leonard attended and said it was an enjoyable event.
 - The BBA will be sponsoring a food drive on Tuesday, November 8th, Election Day. All are encouraged to bring a non-perishable food item to the polls.
 - The next meeting will be November 15th at 5:30 pm at the Barn at Gray Mare Hill.
 - b.) Business Recognition
 - Mrs. Leonard reported that two the plaque presentations originally scheduled for 10/17 had to be rescheduled. Brooklyn Pizza and Nationwide Insurance will be rescheduled for another time. The presentation at Danielson Glass did happen however, all of the individuals who needed to be in attendance were called off site to a job. A photo from the Chamber’s ribbon cutting was featured in the Turnpike Buyer instead.
 - There are possibly three presentations pending for 11/21. Nationwide Insurance, Brooklyn Pizza, and Inspire Marketing. When Mrs. Leonard confirms with the businesses she will notify Mrs. Garcia who will notify the group.
 - c.) Brooklyn Fall Festival
 - Mrs. Leonard reported that the \$200 profit reported at last month’s meeting was inaccurate. The correct amount was \$24.62.
 - d.) EDC webpage

- Mrs. Garcia reported that she has made some basic changes and updates to the EDC web page on the Town website such as updating commissioner titles and providing a link to the BBA.
- The group discussed the need to have a list of available commercial properties. Mr. Kerouac suggested contacting the Eastern CT Realtors Board to receive updates and the most recent listings.
- Mrs. Garcia requests that all commissioners visit the page before the next meeting to provide feedback and suggestions.

5.) P&Z Minutes

- Mr. Simons requests that all commissioners subscribe to receive the P&Z minutes from the Town. He will no longer forward them himself.

6.) Economic Development Coordinator Position

- Mr. Ventura feels that now is a good time to promote an Economic Development Coordinator position with the Selectman as they will be working on the 2018 budget starting in December. He feels it is imperative to move forward and push for the position to be a line item in the budget that gets voted on. Discussing the cuts that occurred in last year's budget, specifically the state trooper position, the group agreed that a part-time coordinator position is a much smaller line item and should not be viewed as a significant financial burden.
- Mr. Landis reported that he looked but was unable to locate the job description that was previously created. He was hoping to speak with Lyn LaCharite about it. Mr. Simons will do a Google search to find a basic template to work from.
- Mr. Simons will meet with Mr. Ives before the December meeting on this topic.

7.) New Business

- a) Mr. Pinto reported that a business owner approached him asking if there are any commercial properties available for lease. Mr. Pinto reported that he provided the individual with a few possibilities.
- b) A function honoring now-retired Superintendent Louise Berry will be held on 11/10 from 4-7 pm at Allen Hill Tree Farm.
- c) Mr. Simons referenced an attachment he sent in his last email regarding an upcoming NEDA webinar entitled "Funding Economic Development When Your State is Broke". The webinar will be held on 11/17 from 10:30-12. He encourages all to attend if possible.

6.) Adjournment - Motion to adjourn at 4:40 pm by Chris Landis. Second by MaryBeth Leonard. Motion carried.

Respectfully submitted,
Cary Garcia, Secretary