

ECONOMIC DEVELOPMENT COMMISSION

MINUTES of the Meeting of February 5, 2014

Present: Commissioners: Robert Kapusta, Chairman, John O'Neil, Vice Chair, Suzanne Cahill, John DePalma, Victor Ferrante, Greg Harla, and Michael Lynch

Advisor: Julie Nash

Absent: Kathy Alagno

- I. Call to Order/Election of Officers 2014 - Chair Kapusta called the meeting to order at 12:00 p.m. The first order of business was to elect officers. John DePalma nominated Bob Kapusta for the position of Chairman and it was seconded by John O'Neil. Victor Ferrante moved that the nominations be closed and that the secretary be ordered to cast one ballot. Victor Ferrante nominated John O'Neil for the position of Vice Chairman and it was seconded by Bob Kapusta. Chair Kapusta moved that the nominations be closed and that the secretary be ordered to cast one ballot for election of John O'Neil as Vice Chairman for the year 2014.

APPROVED UNANIMOUSLY

- II. Minutes – A motion was made by John O'Neil and seconded by Greg Harla to approve the minutes of November 20, 2013, as presented.

APPROVED UNANIMOUSLY

- III. Chairman's Report – As is the routine and the general rule, Chair Kapusta usually meets with the Mayor, but the meeting was not held due to the fact that a Chair was not appointed for the Economic Development Commission as of the date of the meeting.
- IV. Public Comments – None
- V. Correspondence – Letter to Dan Worroll to thank him for his presentation as speaker to the EDC.
- VI. Economic Development Activity – Julie Nash stated that Smiles Entertainment redevelopment plans were approved by the Inland/Wetlands agency. As they move forward in their plans they will come and give a presentation to the EDC. Coastal Canine

Grooming and Total Mortgage Services also opened. Thinklogical has acquired additional space for its headquarters. Julie commented that with these openings of additional companies there will be additional job openings. Also listed in Julie's report was a series of SBA workshops that will be planned in the coming months. Julie also stated that her department, Community & Economic Development has launched a new City website with a more user-friendly format. A discussion continued on all of the events and news that were listed in the report and that the Board of Aldermen approved \$25,000 for the procurement process, which matches the State threshold, instead of \$7,500 and this will streamline projects and move them much more quickly along in the process.

VII. Standing Items/Committee Reports

- A. Downtown Parking & Liaison to P&Z Board – Mr. O'Neil went to the P&Z meeting to meet the new Chairman. They have nothing on their agenda to deal with the parking situation. If anything is going to move forward it needs to come from the EDC and have the Board of Aldermen approve. The main proposal on the table is a parking garage but this is not being actively pushed through. Ms. Nash reported that the Mayor has the parking issue on his legislative agenda and he recently met with the legislative delegation on downtown parking. One of the options being considered is pocket parking. Stratford received a \$3 Million grant to put this pocket parking in place. The parking list that Kathy Alagno came up with for restaurant week was officially approved by the Police Department. In the interim what is being considered is a digital interactive map that shows you the parking availability in downtown Milford.
- B. Chamber – No Report. Chair Kapusta stated that Ms. Alagno sent him a report via email showing current listed activities of the Chamber. Ms. Alagno commented that she is working with Ms. Nash on three SBA seminars and one on CPACE for the general public. Ms. Nash explained that the Chamber is working with her on these four workshops and they are also doing the CPACE seminar. CPACE is run by the Connecticut Finance Investment Authority (CFIA) which has been going out to different municipalities to do energy efficient upgrades. This program that is scheduled with the Chamber is directed solely at small businesses that is scheduled for March 11 at the Milford Public Library.

- C. Milford Film Festival – Mr. O’Neil spoke with Jim Amann via email and Mr. Amann has decided to postpone the Milford Film Festival for one year.
- D. 375th Anniversary of Milford – Ms. Nash stated that the 375th committee is moving forward and they have their big celebration week set for June 6 through June 15. It will kick off at the Milford Public Library where they will be doing a stories and lore event on Friday night. Tom Callahan, who was a state troubadour, will come and do some songs and stories about Milford with refreshments. That week there will be a host of different events and each day there will be a different theme culminating the following Sunday with a huge parade. Priscilla Lynn is the Chair of the communications for the 375th.
- E. Permit & Land Use Process Report – Mr. Ferrante stated that he has no report this month. He wanted to speak with Ray Oliver, but he never connected with him. Chair Kapusta asked the question if the P&Z process has improved. Mr. Ferrante stated that he spoke with Mr. Griffith and he commented that he is still trying to implement these processes. Ms. Nash commented that she met with Maya Lowenberg who is with the Department of Economic and Community Development’s office of state permits and she had a wealth of information and some best practices that Milford can use to streamline our processes. They spoke about a 180 day fast track round table each month with P&Z and Economic Development. As things move forward everyone would be aware of processes that will be done within 180 days. Mr. Griffith is eager to sit down and come up with different incentives.
- F. Visitation Report – Mr. DePalma commented that there is something new in Milford. The Brats on a Bun restaurant is investigating maybe delivering, but what they have right now is curbside service. You can pull up in your vehicle and order and go.

VIII. Old Business – None

IX. New Business

- A. OLR (Office of Legislative Research) for the State of Connecticut
Ms. Nash stated that she put together a guide of all of the business and municipal grants, loans and investments for anyone looking to work with the State.

- X. FOR THE GOOD OF THE COMMUNITY – Chair Kapusta noted that today, February 5, 2014, EDC had a 100% attendance of its commissioners on one of the worst days of the year, which was a tribute to their dedication to promoting Milford economic development.

There being no further new business, the meeting was adjourned at 12:40 p.m. A motion was made to end the meeting by John O'Neil and seconded by Michael Lynch.

Respectfully submitted,
Donna E. Holden