

**TOWN OF FARMINGTON, CT
ECONOMIC DEVELOPMENT COMMISSION
September 11, 2019**

DATE: September 11, 2019
TIME: 5:30 P.M.
PLACE: Town Council Chambers

MINUTES

Present

Amy Suffredini
John Karwoski
Carol King
Robert Reeve
Brian Connolly
Bill Wadsworth
Ed Giannaros

Staff

Rose Ponte
Kat Krajewski

a. Call to Order

a. Meeting was called to order by the Brian Connolly at 5:30 pm

b. Public Comment- none noted

c. Reading of the Minutes-(attachment 1)

A motion was made and seconded (Wadsworth/ Reeve) to accept the July 10, 2019 minutes as corrected to include that Commissioner Kleinman was in attendance.

a. The motion carried. Commissioner Karwoski abstained

d. Economic Developer's Report (Attachment 2)

1. October 16, 2019 Business Breakfast- new date

- DECD Commissioner David Lehman will be the featured speaker.
- The Commission agreed to recognize Trumpf's 50th anniversary in Farmington.
- Rose spoke to Michael Schweighoffer, Vice President at People's United Bank. They would like to continue sponsoring the Business Breakfast Series for 2020.
- The new director of the Farmington Library, Laura Horn, is interested in introducing herself to the business community. She will briefly address the attendees and distribute a survey soliciting comments from the attendees. The survey results will be used to better understand the business needs of the community. Commissioner Suffredini recommended that both the Main Library and the Barney Library be featured in the survey.

2. **Economic Development Progress Report (attachment 3)**
Rose reviewed the attached progress report with the Commissioners. Overall Commissioners liked the format and the information provided.
 3. **Farmington Village Center (FVCC) Streetscape Improvement Master Plan.**
The Town Council approved the Streetscape Improvement Master Plan during their July 9th meeting. The plan will be implemented in phases. Immediate steps included the development of a walking tour and upgrade to the landscaping on the island on Route 4 and 10 and in the Route 4 medians.
 4. **Small Business Resource Series Breakfast – September 25, 2019**
Chelsea O'Donnell, from Journey Communications, will lead a group discussion on the most effective use of social media for the small business owners. The target audience for this workshop is small independent business owners in Unionville and Farmington. The presentation will be interactive with the goal of developing relationships among the small businesses owner and exploring future activities that will continue to support their efforts. Commissioner Suffredini thought working with Journey Communications would be very positive and recommended that we include as many small businesses as possible.
 5. **Emerging Leaders Award Ceremony**
The Central Chamber of Commerce developed an Emerging Leader Award to recognize young professionals in the area. Rose nominated both Kat Krajewski and Anna Savastano and they were both selected by the Chamber selection committee. An award's dinner will be held on September 18, 2019.
- e. **CEDAS Best Practices Certification Program. (Attachment 4)**
CEDAS has developed a program to recognize communities throughout the state that have established best practices in land use and economic development. Rose found the application process to be very valuable. As she worked on the application it gave her an opportunity to examine in detail the land use and economic development processes that are currently in place. Farmington has already adopted most of the criterias listed in the application. It served as positive confirmation that both in the Economic Development and in the Land Use Department, effective processes have already been adopted. Kat and Rose have been working throughout the summer on upgrading the Economic Development section of the town's website, many best practices featured in the application had already been incorporated in the new website. The new website was presented to the commissioners and it was well received.

Town Council Liaison Report

Councilman Giannaros reported the following:

- the Farmington High School building committee presented at the September 10th Town Council meeting. The presentation was well organized and articulate. Q A & M and TSKP Studio were selected to submit conceptual design phase plans. The

committee also reported that after careful review, they decided to eliminate Westwood Golf course as a possible site for the new high school.

- ION Bank gave a \$10,000 donation to the Fire department for the purchase of rescue task force ballistic vests.
- \$199,000 was appropriated from the General Fund balance to the Farmington High School Planning and Design account in the Capital Projects Fund for expenses related to the work of the Farmington High School Building Committee
- \$256,000 was transferred from the Teacher's Retirement Contribution account in the FY2019|2020 Adopted Budget to the Farmington High School Planning and Design account in the Capital Projects Fund for expenses related to the work of the Farmington High School Building Committee

f. Adjournment

A motion was made and seconded (Wadsworth/ Karwoski) to adjourn the meeting. Meeting was adjourned at 6:50 pm.

Approved unanimously

**Respectfully Submitted,
Rose Ponte
Economic Development Director**

CC: Economic Development Commissioners