

**TOWN OF FARMINGTON, CT
ECONOMIC DEVELOPMENT COMMISSION**

DATE: Wednesday January 13, 2016

TIME: 5:30 P.M.

PLACE: Council Chambers

AGENDA

- A. Call to Order
- B. Public Comments
- C. Presentation
 - a. Rebecca Nolan, Vice President of MetroHartford Alliance
- D. Reading of Minutes.
 - a. December 16, 2015 Economic Development Commission Meeting (Attachment 1)
- E. Report of the Economic Development Director (Attachment 2)
 - a. January 20 Business Breakfast Details
 - b. Holiday Decorating Program
- F. Old Business
- G. New Business
 - a. Motion to approve the budget 2016-2017 of the Economic Development Dept. and Economic Development Commission. FY 2016-2017 (Attachment 3)
- H. New Business

cc: Economic Development Commissioners
Kathleen A. Eagen, Town Manager
William Warner, Town Planner
Paula Ray, Town Clerk
Deb Bull, Administrative Assistant (by e-mail)

**TOWN OF FARMINGTON, CT
ECONOMIC DEVELOPMENT COMMISSION**

DATE: Wednesday December 16, 2015
TIME: 5:30 P.M.
PLACE: Farmington Town Council

MINUTES

Present

Augusto Russell
Bob Reeve
Brian Connolly
Ron Bernard
John Karwoski

Absent

Dan Kleinman
Joe Howard

Staff

Rose Ponte

a. Call to Order

a. Meeting called to order at 5:30 pm

b. Introduction of New EDC Commissioner

Commissioner Ron Bernard has been appointed to the commission for the term of 2015-2017. Commissioners welcomed him.

c. Public Comments

a. n/a

d. Metro Realty Presentation

Kyle Richards presented the Southern Health Center Neighborhood Study. The study was commissioned by Metro Realty and conducted by Milone and McBroom. The consultants did a thorough analysis of the area and held two community informational meetings. Mr. Richards presented an overview of the study. Metro Realty will present the study to TPZ on January 11th, 2016. Mr. Richards asked the EDC commission to support Metro's request that Farmington's Plan of Conservation and Development be amended.

Mr. Kevin Curry, a resident of the neighborhood was in attendance at the meeting. Commissioner Reeve asked him for his comments. Mr. Curry attended the community meetings, and agreed that the neighborhood has changed over the years. Recently a bus stop has been located steps from his front door. He feels this study reflects the current situation of the area and agrees an amendment to the POCD could protect the residents of this neighborhood.

Commissioner Reeve requested more information concerning how Metro proposes to amend the POCD. Rose promised to follow up with Bill Warner and will communicate with the Commissioners by email.

- i. **Motion to issue a referral for Metro Realty's petition to amend the current Plan of Conservation and Development.**
The motion was tabled.

- e. **Reading of the Minutes**
A motion was made and seconded to accept the October 7, 2015 minutes (Connolly / Reeve).
 - i. **Approved unanimously.**

- f. **Town Council Liaison Report, Mr. Jeff Apuzzo**
N/A

- g. **Economic Development Director's Report**
Rose reviewed the monthly report; commissioners did not have any discussion.

- h. **Approval of the Yearly Calendar**
Meetings will continue to be held the second Wednesday of every month, however, meetings will start at 5:30 instead of 6:30.

- i. **Election of Officers**
A motion was made by Commissioner Reeve and seconded by Commissioner Karwoski to appoint Augusto Russell as the Chair and Brian Connolly as Vice Chair for 2016-2017 term.
 - i. **Approved unanimously.**

- j. **Old Business.**
 - a. **Kissing Balls** – The sponsorship campaign did see more sponsors this year, but collected \$2000 less than last year. Commissioner Connolly has ideas that could make the sponsorship campaign more robust next year. He will discuss it at the next marketing committee meeting.

 - b. **Marketing Committee Update**
The group has been meeting regularly to design the EDC portion of the website. The group will meet with the website consultants to discuss their ideas and plans.

- k. **Business Breakfast Series 2016**
Farmington Bank has again sponsored the yearly Breakfast Series. The first breakfast will be held in January. Mr. Robert Landino will be the featured speaker. The spring breakfast is tentatively planned to be held at Jackson Labs, and Commissioners discussed options for the fall breakfast but did not finalize a fall speaker.

- l. **Adjournment**
 - a. A motion was made and seconded (Karwoski/ Bernard) to adjourn the meeting. Meeting was adjourned at 6:30 pm
 - i. **Approved unanimously**

Respectfully Submitted,
Rose Ponte
Economic Development Director
CC: Economic Development Commissioners

**Economic Development Director Report
December 2015**

Business Visits:

During the month of December I met or conferenced with the following:

1. Carmine Fortino, Caldwell Banker Realtor
2. Sam Lin, Owner, Meadows Restaurant
3. Robert Udolph, Principal, Udolph properties
4. Jordan Otero, Hartford Courant Reporter
5. Yu Hui Rogers, Operations Director, Jackson Labs
6. Jill Jarrett, Owner, Krell Farm Stand
7. Cindy Scoville, Executive Director, Farmington Chamber
8. Becky Nolan, Vice President of Government Relations, MetroHartford Alliance
9. Glen Chalder, President, PLANIMETRICS
10. Dr. Jen Diederich, Owner, Compassion Dental
11. Kyle Richards, Associate, MetroRealty
12. Jackie Iacovazzi, Government Relations, UTC

EDC and Outreach Events

- CEDAS Annual Dinner
- Rotary Senior Holiday Luncheon

Partnerships Events and meetings

- CEDAS Monthly Board Meeting
- Farmington Gateway Committee Meeting
- Farmington Chamber executive board meeting
- Rotary weekly meetings

Publications and Communications

- Holiday Wishes, One last time for Kissing Ball Sponsorships
- Happy New Year, Breakfast Save the Date

Current Budget 2015-2016				
Account Name	Account Number	Description	Amount	Notes
FVA	11152-54630		2,500.00	
Metro Hartford Alliance	11152-54644		5,072.20	
Professional Services	11152-54410	Costar Subscription	2,500.00	
Professional Services	11152-54410	Constant Contact subscription	460.00	
Professional Services	11152-54410	Finemann Road -	7,000.00	Farmington portion of CBRE fee
Professional Services	11152-54410	any other EDC mktng or mtg costs	1,540.00	bioscience, energy initiative, update current b
ESTIMATED TOTAL			19,072.20	
TOTAL				

Proposed Budget 2016-2017				
Account Name	Account Number	Description	Amount	Notes
FVA	11152-54630		2,500.00	
Metro Hartford Alliance	11152-54644		5,072.20	
Professional Services	11152-54410	Costar Subscription	2,500.00	
Professional Services	11152-54410	Constant Contact subscription	460.00	
Professional Services	11152-54410	Beautiful Farmington	9,000.00	subsidize the summer and holiday flower bas
Professional Services	11152-54410	5 Yr. Business Survey & Focus Group	5,000.00	Consultant to conduct a 5 Year Business sur
ESTIMATED TOTAL			19,532	