

DRAFT

**TOWN OF FARMINGTON, CT
Future Public/Private Land Development Initiatives
Town Council Sub-Committee
Minutes
March 15, 2015**

Present

Jeff Apuzzo
Amy Suffredini
Augusto Russell
Peter Bagdigian

Staff:

Bill Warner
Rose Ponte

A. Call to Order.

- a. The Meeting was called to order at 5:01p.m.

B. Public Comments.

Katie Bradley inquired about the meeting notices because she was unaware of tonight's meeting. Rose Ponte explained all town meeting agendas are filed with the Town Clerk's office and are posted online and on the Town Clerk's bulletin board. Rose Ponte will send all upcoming meeting agendas to *Preservation Now*, in addition to posting them on the town's website and with the Town Clerk's office.

C. Communications

- a. Mr. Warner communicated with all the RFQ respondents and thanked them for their submissions. He also contacted Mullin Associates Incorporated and Dodson, Klinker to tell them they had been selected for the project.
- b. Mr. Warner and Mrs. Ponte presented the project to the Rotary Club.
- c. Mr. Bagdigian presented to project to the Democratic Down Meeting.

D. Approval February 25, 2015 minutes

A motion was made to approve the February 25, 2015 minutes.
(Suffredini/ Bagdigian)

Chairman Apuzzo commented that he is pleased that the minutes continue to be detailed.

i. Approved Unanimously.

E. New Business

1. To address and determine how to promote the Charrettes.

- a. Rose Ponte notified the committee that Kathy Eagen would like to send a community wide town newsletter. Committee members all agreed that was very important.
- b. Mr. Warner supplied a draft email flyer to send through *everbridge* and to town's boards and commissions. The committee reviewed the flyer, and made revisions. Chairman Apuzzo asked Rose Ponte to draft a new flyer incorporating the changes and prepare for his approval.

- c. The Committee discussed where to best promote this event. The information will be shared with the following:

1. Farmington Board of Education
2. Farmington Exchange Club
3. Town Boards and Commissions
4. Local Newspapers
5. The Farmington Patch
6. Miss Porter's School Faculty
7. Stanley Whitman Museum email list
8. Lisa Johnson will send to her mailing list
9. Farmington Library
10. The Economic Development Commission business email list
11. Subcommittee member's personal contacts.
12. Community wide Town Newsletter
13. Throughout the town's various community bulletin boards.

2. To schedule a meeting between town and consultants to determine Charrette logistics.

- a. There will be a special meeting on Friday March 13th at 11:00 am. with committee members, consultants, and Bill Warner.

3. To rename the subcommittee

- b. Various names were considered. After much discussion Future Development Initiatives Committee was selected. Chairman Apuzzo requested the committee members consider this name and be prepared to finalize at the next regularly scheduled meeting.

F. Old Business.

None.

G. Adjournment.

A motion was made to adjourn the meeting at 6:26 p.m.
(Suffredini /Russell) **Approved Unanimously.**

Respectfully Submitted,

Rose Ponte
Economic Development Director

CC: Sub-Committee Members
Bill Warner, Town Planner
Kathleen A. Eagen, Town Manager
Paula Ray, Town Clerk
Deb Bull, Administrative Assistant