



**TOWN OF MADISON
CONNECTICUT 06443
ECONOMIC DEVELOPMENT COMMISSION**

Approved June 11, 2009

Minutes of a regular meeting of the Madison Economic Development Commission held on Thursday, May 14, 2009, at 7:30 p.m. Madison Town Campus.

Present: Commissioners Peter Thomas, Jim Ball, Edwin Moore, Hank Yaggi

Peter Thomas called the meeting to order at 7:35 p.m.

1. Public comment. There were no items discussed under public comment.
2. Approval of minutes. On motion made by Mr. Moore, and seconded by Mr. Ball, the Commission voted unanimously to approve the minutes of the regular meeting of April 9, 2009 as submitted.

Mr. Yaggi commented that he believes there is a need for the Board members to discuss and provide their input on the information they believe should be provided in the EDC web site. It is important that the web site contain the information necessary to answer inquiries on what businesses need to know to have a successful business in Madison. This is important because if they can't easily find the answers to their questions, they might move on and look at another location. Each member should ask the question, "What would I want to know if I were a business thinking of locating in Madison," and the Board members should discuss these ideas at a future meeting.

3. Update report on Bradley Road Vision Study Project. Mr. Thomas noted that he did not have an update of the Bradley Road Vision Study Project. They are still waiting for receipt of the design of the streetscape to come back from Planimetrics. He believes that the report will be back in time for discussion at the next regular meeting.
4. Update report on Economic Summit. Mr. Moore commented that he believes there was a good showing of approximately 30 people at the April 13th economic summit and a lot of good information was provided. Representatives from a number of boards and commissions, the Rotary, the Chamber of Commerce, members of the public and representative of the business community were in attendance.

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Mr. Thomas noted that a sign up sheet which lists the individuals who attended the summit and their contact information was circulated at the forum and Mr. Ball agreed to locate this sheet.

Mr. Thomas noted that he had approximately \$125 in expenses for food and coffee for the summit to submit.

Mr. Thomas recommended that for the forum next year, the Commission should look at on line advertising for the activity and focus more on the issues that need to be covered. Mr. Ball recommended that next year the Commission include an invitation to the summit in The Source. He believes that as the Commission moves forward with the development of the website, this will assist in refining the summit next year. He noted that he will need additional assistance in putting the forum together next year to make it bigger and better. Having the forum on a date during the school vacation was a good choice.

Mr. Yaggi recommended that correspondence from Mr. Thomas be sent out to all of the individuals in attendance at the summit. Mr. Thomas agreed to draft a note and send it out to individuals in attendance at the summit. This list should be maintained as a source of people who are interested in EDC activities and topics. The summit was an effective way to lay out a foundation.

5. Discussion on EDC intern. Mr. Thomas noted that he is still working on locating a desk, phone and computer location for a student from Syracuse University who would like to serve as an EDC intern for experience. Mr. Thomas will continue his efforts to fine a workspace and if an appropriate location is established the next step is to discuss the projects and duties the Commission would like this individual to accomplish. He also recommended that the Commission members approve the allocation of funds to some expenses such as mileage at an amount not to exceed \$1000.

On motion made by Mr. Ball, and seconded by Mr. Moore, the Commission voted unanimously to approve the expenditure of an amount not to exceed \$1000 to cover reimbursement of expenses for a summer intern pending finalization of an appropriate work space for this individual.

Mr. Moore suggested that the Chamber of Commerce be contacted to see if they might have an appropriate workspace and supervisor for the intern if locating an appropriate Town space is unsuccessful.

The Commission members discussed possible activities for the intern including interviewing groups and then developing a list of affiliations, with contact information and their charge, that are business related. It would be helpful to have a coordinated data base of information to be able to send out an e mail to alert appropriate individuals and organizations of events and news. Another possible project is to research other EDC web sites to assist with the development of ideas for the Madison EDC web site. The development of a list of all of the businesses in Town

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with what they do would also be a helpful resource that the intern could spend time putting together.

6. Discussion on list of 10 items prepared by Commission members for consideration for future EDC projects. Mr. Thomas recommended that discussion on the 10 items prepared by Commission members for consideration for future EDC projects be delayed for a meeting with a full quorum.

7. Plan of Conservation and Development. Mr. Thomas noted that he will be requesting Commission members to volunteer to help with the coordination of the Plan of Conservation and Development. Working on his project will be a good way to learn more about many different aspects of Madison. Mr. Moore and Mr. Yaggi agreed to serve as the EDC representative for this project.

8. Discussion on Commission Mission Statement. Mr. Thomas commented that the Commission Mission Statement will be tied to the Plan of Conservation and Development.

9. Old business. Mr. Yaggi expressed concern for the reduced attendance at meetings by some Commission members. Mr. Thomas explained that Commission members unable to attend a meeting generally advise him. He noted that the Commission members are very conscientious but on occasion have conflict with a meeting.

10. New business. Mr. Thomas discussed the idea of canceling the July 9 Commission meeting due to a lack of a quorum.

On a motion made by Mr. Ball, and seconded by Mr. Moore, the Commission voted unanimously to adjourn the meeting at 8:40 p.m.

The next regularly scheduled Madison Economic Development Commission meeting will be held on June 11, 2009, 7:30 p.m. at the Madison Town Campus.

Terry Holland-Buckley
Clerk

Peter Thomas, Chairman
Hank Yaggi – Vice Chair
Anne Foley – Secretary

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James Satterwhite