



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

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Approved 2/14/08

Minutes of a regular meeting of the Madison Economic Development Commission held on Thursday, January 10, 2008, at 7:30 p.m. Madison Town Campus.

Present: Commissioners David Kadamus, Jim Ball, Peter Thomas, Ryan Duques, Peggy Lyons; Selectman Bill Gladstone; Helen Burland, Assistant for Town Administration; Barbara Davis, Tom Savoka, members of the public

David Kadamus called the meeting to order at 7:35 p.m.

David Kadamus welcomed Peggy Lyons as a new member of the Economic Development Commission.

**1. Public Comments**

Tom Savoka commented that he was in attendance to listen to the discussion on affordable and adult community housing due to its inclusion on the evening agenda. David Kadamus noted that because of the focus on the Bradley Road/downtown area, and the New Road /Connector area, the Commission intends to organize a sub-committee, within the EDC to focus on specific items including affordable housing. The EDC will look at this issue from the standpoint of reviewing the economic issues surrounding this topic and how it can impact development opportunities for the Town. Recently, the EDC started a review of the list of Madison houses that qualify as affordable housing as per State guidelines. David Kadamus noted that Madison could receive penalties if the Town does not meet affordable housing guidelines. The Commission will be looking at developing a sub-committee to review the available statistics.

Peter Thomas questioned Tom Savoka regarding how he envisions the involvement of the EDC in the affordable housing issue? Tom Savoka responded that he views the EDC's role as very important since he believes a mix of housing units will have an impact on the economic development of the Town. His understanding is that there are a total of 7130 housing units in town and that the State calls for 10% of units to meet the HUD definition of affordable housing. Tom Savoka stated that the definition of affordable housing requires that the unit be deed restricted and in the sales range of \$160,000.

Peter Thomas commented that he believes there is a need to further investigate the specific parameters in Madison for affordable housing, and to look at the economic and market impact of affordable housing and how it affects revenues to the Town. He further commented that he understands affordable housing provides a developer with more flexibility for the use of acreage for a project. He believes it is

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important that the Town move away from reacting to new regulations and become more proactive with planning in such areas as affordable housing.

Tom Savoka commented that moving toward affordable housing may allow developers to by pass some local regulations.

Barbara Davis commented that a study she recently compiled of current affordable housing units shows that there are only 28 housing units that are deed restricted and 170 rental units that are not deed restricted but meet the income guidelines to meet affordable housing guidelines. She provided a copy of the list of deed restricted and rental properties.

2. **Approval of Minutes** Mr. Ball distributed copies of the minutes of the regular meeting of November 9, 2007 meeting.

After review the following correction was made to the minutes of the regular meeting of November 9, 2007:

Page 2, Item 3c, first paragraph, last sentence should read “Peter Thomas noted that the product **of this project** needs to be more technically **flexible** so that it will be interactive which will allow the Town to change the model.

On a motion made by Jim Ball, and seconded by Ryan Duques, the Commission voted to approve the minutes of the regular meeting of November 9, 2007 as corrected. David Kadamus, Jim Ball, Peter Thomas, and Ryan Duques voted in favor of the motion and Peggy Lyons abstained.

3. **NEW BUSINESS**

a. **Attendance Report for 2007.** David Kadamus provided a hand out sheet outlining the attendance of the members of the Economic Development Commission for the twelve month period ending December, 2007. The report was for informational purposes. He noted that the goal is for members to have a 75% attendance record.

b. **Schedule of meetings for calendar year 2008.** A list of the 2008 meeting dates was provided as follows:

January 10	July 10
February 14	August 14
March 13	September 11
Aril 10	October 9
May 8	November 13
June 11	December 12

c. **Review/approval of Budget submission for 2008-2009.** Peter Thomas provided a recap of the Economic Development Commission budget and noted that funds had been rolled over from prior

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fiscal years He believes that it is important that the budget be a function of the work that the Commission needs to accomplish so that funds are available when needed.

David Kadamus commented that the Commission has a significant amount of work to accomplish this year and the budget request is an effort to get the Commission's funding level up to where it needs to be to accommodate important projects. He handed out a copy of a draft letter to Dorothy Bavin, Director of Finance which included the following Commission budget request:

Professional and Technical Services	\$24,000
Tourism	\$ 2,850
Total Request	\$26,850

David Kadamus also highlighted that in past years some funds had been carried forward from previous budgets to meet EDC expenditure needs, but this year, all budget funds are expected to be expended. Helen Burland recommended that the EDC specifically articulate what it has in mind, project by project, for the requested funds. She also suggested some changes in wording in the letter would be beneficial in developing more clearly the EDC objectives for the coming year. A more prospective statement will help the Board of Selectmen and Board of Finance make a more informed decision on the EDC budget. She further noted that there is a mechanism in place should a need for an unfunded item develop during the budget year. Bill Gladstone noted that the Commission can submit a special appropriation request for consideration if necessary.

Peggy Lyons questioned how the funds are handled with projects that are conducted jointly with other Commissions? Helen Burland noted that the EDC is one of the few commissions that has a budget. She reviewed the prior funding process for the Plan of Conservation and Development.

Jim Ball recommended that the Commission include a quarterly review of the budget on the Commission's agenda. Helen Burland noted that the Commission can be provided with a monthly budget report.

David Kadamus commented that he believes the Commission is on target at this point to expend the total FY 07-08 budget. The Commission approved a budget request in total of \$26,250 with a list of projects that totaled \$33,000.

The Commission members worked on modifications in wording for the letter to be submitted to the Finance Office with the Commission's budget request. The modified letter will provide more specifics on projects and the dollar amount associated with that project as long as the timing issues. Bill Gladstone recommended that the Commission list the 7 projects they are working on and to list them by priority. David Kadamus will modify and submit the letter by the deadline.

#### 4. **OLD BUSINESS.**

a. **Planimetrics status report on the Downtown Mapping and Planning project.** David Kadamus provided members with a copy of an e mail from Glenn Chalder, Planimetrics, regarding the Bradley Road project. He noted that he had met with Mark Arigoni, Milone and MacBroom and was

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advised that they have made good progress from the base maps and interpreting and applying the YUDW concepts from the Bradley Road study. There are areas where EDC feedback is needed. They would like to come to the February 14 EDC meeting to present the base map and colored concept plans illustrating the application of YUDW concepts. They will also request EDC feedback and input on specific issues so these items can be consolidated into the overall plan. David Kadamus noted that the e mail also outlines a schedule for monthly activities and goals for this project with a projected endorsement of the final overall plan scheduled for July 10, 2008.

The Commission members were provided with an Existing Conditions Plan for the Bradley /Road Corridor Study for review and discussion. The map will be utilized to work toward the goal of increasing density on Wall Street and Bradley Road and to address the two main issues of shared parking and waste water management.

**b. Status report of the UCONN survey of the Downtown property and business owners.**

David Kadamus noted that the survey has not yet been mailed out. He noted that they have identified 294 property and business owners. There are 54 where the addresses are missing and he requested that the Commission members assist in identifying these addresses.

**c. Publication of the UCONN Questionnaire: Press Release & proposed list of organizations to be advised of the questionnaire.** Jim Ball provided a copy of a draft press release and agreed to send it to members electronically so they can make comments and send it back to him. Ryan Duques volunteered to head up this initiative and write the press release.

**d. Web site review.** Ryan Duques agreed to review the EDC web site to make possible recommendations for modifications and update.

**e. Regional growth partnership's Regional Economic Development Plan/possible regional project ideas from EDC.** David Kadamus noted that at the November 8, 2007 meeting the Commission reviewed the request from the First Selectman that the EDC review and provide input regarding possible regional project ideas to include in the Regional Growth Partnership's Regional Economic Development Plan. The ideas need to be regional in nature, create jobs and improve the economic viability of the area. This plan is updated every 5 years and projects must meet specific criteria. Members were sent a copy of this correspondence and asked to think about possible ideas for discussion at the next meeting.

The following ideas will be submitted for consideration by the First Selectman:

Expansion of public transportation  
Acquisition of the Amtrak site for development  
Tuxis Pond's possible use as a regional recreation facility  
Greenway Trail  
Waste Water management Plan with Clinton and Guilford  
Bicycle traffic

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f. **Discussion of affordable and adult community housing.** Jim Ball and Peggy Lyons agreed to review the information on the affordable housing list and report back to the Commission.

3. New business.

d. **Election of officers for 2008.** Ryan Duques read the following slate of officer for 2008:

Chairman – David Kadamus  
Vice-Chairman – Peter Thomas  
Secretary – Jim Ball

Jim Ball asked Peggy Lyons to consider serving as Commission secretary and explained the duties of this position. Peggy Lyons agreed to serve as Commission Secretary.

On a motion made by Jim Ball, and seconded by Ryan Duques, the Commission elected the following officers for 2008:

Chairman – David Kadamus  
Vice-Chairman – Peter Thomas  
Secretary – Peggy Lyons

5. **EXECUTIVE SESSION.** There was discussion under executive session.

On a motion made by Peter Thomas, and seconded by Jim Ball, the Commission voted unanimously to adjourn at 9:55 p.m.

The next regularly scheduled Madison Economic Development Commission meeting will be February 14, 2008, 7:30 p.m. at the Madison Town Campus.

Terry Holland-Buckley  
Clerk

Edwin Moore  
James Satterwhite  
Ryan Duques  
Jim Ball

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