



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

Approved June 12, 2008

Minutes of a regular meeting of the Madison Economic Development Commission held on Thursday, May 8, 2008, at 7:30 p.m. in the Madison Town Campus.

Present: Commissioners David Kadamus, Jim Ball, Peter Thomas, Ryan Duques, Edwin Moore, Jim Satterwhite, Peggy Lyons; Pam McKinnon, Tourism Committee; Virginia Raff and other members of the Shoreline Greenway Committee; members of the public

Peter Thomas called the meeting to order at 7:30 p.m. David Kadamus arrived at 7:35 p.m.

1. Public Comments. Virginia Raff was present to provide an update on the Shoreline Greenway Trail project. She noted that the goal of the project is to provide a 22 mile trail from Lighthouse Point to Hammanasset State Park. Currently, 25% of the trail is under development. Because of the EDC's involvement with the Bradley Road Project, the Greenway Trail Committee would like the Commission to give consideration to the trail going through this area of Town. The goal for the trail is to encourage walking as well as a bicycle friendly environment for recreation and transportation. She believes that a bicycle trail in the Town center area would be well received. Ms. Raff requested that the Commission keep the Shoreline Greenway Trail project in mind as they move forward with the Bradley Road Project.

In response to a question by Peter Thomas, Virginia Raff reviewed the proposed project's time table. She noted that the development of the trail in Guilford is more difficult than in some of the other areas.

Mr. Kadamus commented that the Conceptual Plan encourages opening up Tuxis Pond for recreational activities. In addition, a trail could provide a connection with the rail road for transportation purposes.

Mr. Thomas commented that the Shoreline Greenway Trail project should be kept in mind when reviewing the business survey data responses.

2. Approval of Minutes The following corrections were made to the minutes of the regular meeting of April 10:

Page 1, Present, Misspelling of name Christine Poutot, and add name Ned Moore as present from Plainmetrics

Page 2, fourth paragraph, first sentence should read "... Development of the lateral walkways circumventing Tuxis Pond is a potential problem with litter..."

Edwin Moore
James Satterwhite
Ryan Duques
Jim Ball

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

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, Edwin Moore and Ryan Duques voted in favor of the motion and Peggy Lyons and Jim Satterwhite abstained.

3. Presentation of Downtown Business Survey Results. David Kadamus noted that survey results had been distributed to the Commission members and comments were provided and some revisions made. The most updated version of the results was provided. He noted that some of the questions regarding the permitting process would need further clarification due to the limited number of people who have had experience with participation in the permitting process. The results show that the respondents in general have a positive feeling about downtown development.

Peter Thomas commented that many of the comments made in the survey are in line with the vision study. It was noted that one of the primary issues that impact development is the waste water issue. This data will assist the Commission in prioritizing and developing programs to assist with economic development activities.

Peggy Lyons questioned if the data could be sorted by specific category to provide the ability for further analysis.

David Kadamus recommended that consideration be given to putting together a group to work on incorporating the plan as a part of the Plan of Conservation and Development. Steps to move the project forward include:

A review of the points that people feel are important and are consistent with the work of the Commission.

A presentation to the Board of Selectmen on the survey results.

The development of a 10 minutes summary presentation of the plan and further discussion on how to disseminate the information.

Ultimately, adoption of the plan by the Planning and Zoning Commission

Pam McKinnon noted that the Town Plan Advisory Committee has reviewed the plan and there has been discussion on prioritizing what needs to be completed to move forward. Ultimately the Conservation and Development Commission would present the plan to the Board of Selectmen.

In response to a question by Peggy Lyons, Pam McKinnon noted that the role of the EDC is to put the ideas developed by the survey together, but then the project is turned over to the Conservation and Development Committee. The EDC will prioritize the ideas in the plan and then the Committee will work to provide input on the priorities. She noted that the plan developed in 2000 was very comprehensive so the 10 year update will not take as much time to develop.

Edwin Moore
James Satterwhite
Ryan Duques
Jim Ball

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

Ryan Duques recommended that the Commission develop a brief summary of how the Commission interprets the survey results. They should put together a 10 minutes presentation that includes 4-5 slides. David Kadamus, Ryan Duques and Peggy Lyons agreed to serve as a sub-Committee to put the summary together.

4. Follow-up on Bradley Road Vision Study.

Feedback on April 10th Milone and MacBroom Presentation

Develop work Plan and timetable to move project forward regarding communication of these findings to Planning and Zoning, the Board of Selectmen and Board of Finance.

David Kadamus provided an update study with the final concept provided. The next step is to develop a work plan and time table to move forward that includes the economic impact to the town of the build out of the plan.

Jim Satterwhite reported that First Selectman Goldberg commented at a recent rotary meeting that the State may be making changes to the capital project to build the parking deck at the new train station. The Commission requested that the chair follow up on this with the First Selectman to gain more information.

5. Presentation on Economic Development activities in other communities. Peggy Lyons provided members with information she had collected comparing EDC activities in Branford and Guilford. She noted that Branford has a full time salaried employee who spends 30% of their time as the Economic Development Coordinator. Guilford employs a part time Economic Development Specialist. She provided information on the background for these positions, their salary, a review of their general responsibilities, their planning responsibilities, EDC interaction, and business development activities. She noted that the Guilford Plan provides very specific information regarding economic development properties. They used surveys and meetings to develop the plan. Peggy Lyons noted that she has provided this information to the First Selectman.

Jim Ball recommended that the Commission develop a model that outlines what Madison would be better able to accomplish with the assistance of a staff person. David Kadamus commented that regularly the Commission develops concepts and ideas that would benefit the Town but there is no staff person to work on follow through.

Pam McKinnon noted that the Plan of Conservation and Development includes a recommendation for an EDC staff person. She recommended that the Commission contact CCM and obtain data on economic development staff in additional area towns. Peter Thomas recommended that copies of job descriptions be obtained.

Edwin Moore recommended that there be a discussion on a recommendation to look at the possibility of changing the role of the Commission from advisory to a Commission with more authority.

6. Old business. Pam McKinnon provided a Tourism report. She requested Commission approval for the \$500 in the EDC budget for part time support staff at the Visitor's Center to coordinate volunteers.

Edwin Moore
James Satterwhite
Ryan Duques
Jim Ball

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

On motion made by Peter Tomas, and seconded by Ryan Duques, the Commission voted unanimously to approve the allocation of \$500 from the budget for part time support staff at the Visitor's Center to coordinate volunteers.

Pam McKinnon noted that the Town is getting closer to a contract with CL&P for the Town Center project, however the cost is expected to be more than double the original estimate. She noted that the Town was not approved for this round of the STEEP grant, however, there will be a second round and the Town will be considered for this money.

7. Executive Session (if needed). There was no discussion under executive session.

On a motion made by Edwin Moore, and seconded by Jim Satterwhite, the Commission voted unanimously to adjourn at 9:30 p.m.

The next regularly scheduled Madison Economic Development Commission meeting will be June 11, 2008, 7:30 p.m. at the Madison Town Campus.

Terry Holland-Buckley
Clerk

Edwin Moore
James Satterwhite
Ryan Duques
Jim Ball

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