



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

Approved October 9, 2008

Minutes of a regular meeting of the Madison Economic Development Commission held on Thursday, September 11, 2008, at 7:30 p.m. Madison Town Campus.

Present: Commissioners David Kadamus, Jim Ball, Ryan Duques, Peter Thomas, Peggy Lyons, and Edwin Moore (arrived 8:10 p.m.), Jim Satterwhite; Keith Mirante, Coastal Chiropractic and Wellness

David Kadamus called the meeting to order at 7:40 p.m.

1. **Public Comments.** David Kadamus introduced Keith Mirante, who is the owner of a new business in Madison. Keith Mirante commented that he is interested in contributing to the Town and would like to be of assistance to the economic development of the Town. He also noted that the funds he received from the Community Economic Development fund require that he become involved in the Town.

2. **Approval of Minutes** After review of the minutes of the regular meeting of August 14 the following corrections were made:

Page 2, item 4, 4<sup>th</sup> paragraph, second line, “a on” should be deleted

Page 2, item 4, 5<sup>th</sup> paragraph, last line “sum” should be “sub”

Page 3, item 6, 1st paragraph, “\$3000” should be “\$2850” and “\$7800” should be “\$9850”

Page 3, item 3, 4<sup>th</sup> paragraph, “Kalbfeld” should be “Apel”

On a motion made by Peggy Lyons, and seconded by Jim Ball, the Commission voted unanimously to approve the minutes of the regular meeting of August 14, 2008 as corrected.

3. **Election of Officers.** David Kadamus noted that he has submitted his resignation from the Commission but has advised the Selectmen that he would remain a member for a couple of months to assist with the transition of leadership. The Board of Selectmen has not yet accepted his resignation. They are in the process of interviewing candidates to serve on the Commission, however, new members will most likely not be appointed until October or November. The Board of Selectmen has recommended that the Commission appoint a temporary or permanent Chairman.

Jim Ball commented that he does not see any advantage to appointing an interim Chairman so he recommends that a permanent new Chairman be appointed.

Edwin Moore  
James Satterwhite  
Ryan Duques  
Jim Ball

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

Peter Thomas commented that he believes it is important not to lose momentum or lose touch with the work that David Kadamus has performed

On motion made by Jim Ball, and seconded by Peggy Lyons, the Commission voted unanimously to nominate Peter Thomas as Chairman of the Economic Development Commission.

David Kadamus began discussion on a recommendation for a Commission Vice Chairman and he recommended that Peggy Lyons be appointed to this position. Ryan Duques was recommended to serve as Secretary to fill the vacancy left if Peggy Lyons becomes Vice Chairman.

The Commission agreed on the following slate of officers:

Chairman – Peter Thomas  
Vice-Chairman – Peggy Lyons  
Secretary – Ryan Duques

4. Development of Commission Objectives/Funding Needs. Peter Thomas reviewed the budget request priorities from the prior year's budget. Priority projects include the Madison Development follow-up survey, a sampling of the Town in General, Phase II of the Downtown Development Plan and mapping of the downtown area, Hammonasset connector and East Gate Area. Peter Thomas noted that it will be important to leave options in place.

Peggy Lyons commented that the Commission will need to fight for funding for these items.

David Kadamus reviewed the mapping process that was completed by Milone and MacBroom. He believes that the East Gate project is the next Route 1 priority mapping. Peter Thomas commented that this will include a recommendation for zoning adjustments for appropriate buildings that can be accommodated. The mapping and layout for the walkway around Tuxis Pond will be another priority project. Additional information and more specific ideas will be further discussed following the October 2nd presentation of the plan by Milone & MacBroom to the Planning and Zoning Commission.

Peter Thomas commented that following the meeting, the Commission will begin to work on approval of the next steps. The Commission will need to work on developing a plan that is more fiscally complete and includes mapping for East Gate, Hammonasset and New Road in the mix for this year. There is \$7000 currently available for planning efforts. It will be important to protect the \$7000 each year because there are limited funds available in other areas of the budget. Peter Thomas requested that David Kadamus remain involved with the Commission through this process.

Mr. Thomas reviewed the next steps including the mapping request, the development of a scope of work for Phase 2 with Planimetrics and a plan to request funds from the Town Planning Account. He commented that at this stage, the Planning and Zoning Commission is making efforts to remain fair and is reluctant to take a public stance on some present items. The Commission will need to create the proposals and it is important to move forward slowly.

Edwin Moore  
James Satterwhite  
Ryan Duques  
Jim Ball

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

5. Update on Downtown Development Authority Research. Peggy Lyons provided a handout on Municipal Special Services Districts. She noted that this type of district has the authority to tax and is generally utilized by larger cities and towns. She noted that the district is formed by ordinance approved by referendum vote by the individuals with taxable interest in the Special Services District and it must be approved by majority of the assessed value of property and a majority of the total number of voters within the district. Peggy Lyons reviewed the powers of Municipal Special Services Districts including the power to sue and be sued, to acquire, hold and convey any estate, real or personal, to contract, to borrow money, provided any obligation be discharged within one year after incurred, to recommend a tax on real property within the SSD to carry out the powers of the SSD, to construct, own, operate and maintain public improvements and to provide services within the SSD. One of the first steps is to determine the primary objectives of the district.

Peggy Lyons reviewed the examples of Municipal Special Services Districts in Connecticut including Middletown, Bridgeport, New Haven, Stamford, New Britain, Danbury and Manchester. She noted that CCM is doing additional research to see if there are any small towns that have Municipal Special Services Districts.

Peggy Lyons reviewed that one option is to utilize a non-profit agency to organize the district and then use that organization as a catalyst to move into a special services district. Ryan Duques commented that he agrees with the idea of starting off slower and then developing and move forward with other options. Property owner participation in the process is very important. He further commented that special districts might not end up being a perfect fit for Madison. David Kadamus noted that it will be important to show the pros and cons for special districts. He noted that in the survey, a large number of respondents wanted to go forward with some type of authority, especial for waste water management, and they would be interested in serving. It will be important to have a common voice to help move the plan forward.

Jim Ball commented that there should be discussion on the process for transfer of authority in the creation of a special district when some of the services already exist.

In response to a question by Peter Thomas, Peggy Lyons noted that the majority of the total number of voters referenced on page 3, refers to the total number of voters within the district.

Peter Thomas recommended that the power to borrow money, provided any obligation be discharged within one year after incurred” should be clarified.

Edwin Moore noted that there is a Municipal Development Authority in Torrington. The regulations allow municipalities to select sections that are relevant to an individual situation. There is a need to go through the process with the State for adoption.

Edwin Moore  
James Satterwhite  
Ryan Duques  
Jim Ball

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

David Kadamus commented that it will be the responsibility of the Board of Selectmen to move the idea of an authority forward.

Peggy Lyons commented that she believes the minimum effort should be to get a downtown non-profit organization involved to work on issues and serve as an advocacy group. She suggested that it might be helpful to have a representative from Main Street come to talk to the Commission. Jim Ball suggested that the Chamber of Commerce Committee also be involved. Ryan Duques suggested that one place to start would be to contact some of the businesses who have expressed an interest in the idea through the survey and arrange a meeting to discuss how to move forward. It is important that the Board of Selectmen is supportive but it might be more effective if the initiative comes from a local group. He suggested that as soon as this concept is publicized through the Planning and Zoning commission the Commission should begin to work on organizing business owners.

Peggy Lyons briefly discussed the funding and bonding process for funding of the project.

6. Bradley Road Vision Study.

**Presentation to Planning and Zoning.** David Kadamus noted that on October 2 there will be the presentation to the Planning and Zoning Commission with Planimetrics and Milone and MacBroom. The presentation will be recorded by MCTV. The PZC would like to receive information in advance of the meeting so they can be prepared. At the meeting there will be a review of the Downtown Development Plan and the Survey results. The Board of Selectmen has already received a presentation.

David Kadamus reviewed major areas of the survey results which indicate that waste water management and creation of a downtown development authority are high priorities and shared parking is a low priority. These areas have implications for planning and zoning.

**Next steps with Plan of Conservation and Development.** The Commission members reviewed the next steps with the Plan of Conservation and Development including an economic review, focus groups, concept plan, development of a comprehensive plan, mapping surveying and putting the plan into action.

**Follow-up with Milone & MacBroom/Plainemetrics.** Edwin Moore commented that he believes there is a need for people to be reminded about the purpose of the Milone & MacBroom build-out study noting that the goal is to present a future vision.

Peggy Lyons questioned if the Commission believes it would be beneficial to contact the property owners to alert them on the status. Peter Thomas suggested an e mail notice to the Chamber of Commerce members and businesses be sent.

Peter Thomas recommended that a pre-meeting meeting be scheduled for September 18 with Jim Ball, David Kadamus and him to prepare.

7. Old Business. David Kadamus asked for action on the slate of officers nominated in item 3 above.

Edwin Moore  
James Satterwhite  
Ryan Duques  
Jim Ball

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

On motion made by Jim Satterwhite, and seconded by Edwin Moore, the Commission voted unanimously to approve Peter Thomas as Chairman, Peggy Lyons as Vice Chairman and Ryan Duques as Secretary of the Economic Development Commission.

8. **Executive Session.** There was no discussion under executive session.

On a motion made by Peter Thomas, and seconded by Peggy Lyons, the Commission voted unanimously to adjourn at 9:30 p.m.

The next regularly scheduled Madison Economic Development Commission meeting will be October 9, 2008, 7:30 p.m. at the Madison Town Campus.

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Terry Holland-Buckley  
Clerk

Edwin Moore  
James Satterwhite  
Ryan Duques  
Jim Ball

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