



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

Minutes of the regular meeting of the Madison Economic Development Commission held on June 14, 2007 in the Madison Town Campus

Present: Commissioners David Kadamus, Peter Thomas, Jim Ball, Jim Satterwhite, Edwin Moore, Roberta Willenkin

Also present: Jo Ann, University of Connecticut

David Kadamus called the meeting to order at 7:36 p.m. He noted that Selectman Gladstone would not be in attendance.

4. New business.

a. Downtown Development Support Plan

a.ii. Progress report – Downtown Property and business Owners Survey. David Kadamus noted that over a month ago notes were distributed to the Commission members on the proposal from Jo Ann and the Commission had supported this proposal. Jo Ann has made contact with several firms and had received a proposal form \$13,800 from the University of Connecticut that was within the Commission's budget. Questions were generated and provided to the Commission and these have been forwarded to JoAnn. The survey is being developed and 80 people will be directly contracted. David Kadamus had a copy of the proposal and questions for Commission review.

Jo Ann provided a status report. She passed out the University of Connecticut information noting that they will be developing non-leading questions. They have worked with many towns and have national and international recognition. The questions will be narrowed down to about 10 questions so that the survey takes no longer than 10 minutes. They will be working on including the idea of a Business Development Authority into the questions. It was recommended that only property owners be interviewed. They expect the questions to be signed off on in mid-July.

Mr. Moore questioned if the survey should be held off until September when people are back from vacations. Jo Ann noted that the surveyors will plan on call backs since they are aiming for an 80% return rate.

David Kadamus questioned if it would be helpful if the EDC sends a letter to all of the individuals to be surveyed to let them know about the survey in advance. A letter to the editor explaining the survey could also be provided.

Edwin Moore
James Satterwhite
Roberta Willenkin

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

Different options for the survey were discussed. The Commission members agreed they would like to review the questions developed before they begin to move forward.

Peter Thomas commented that it is important that the questions are open ended and objective. It would be good to see if the business owners have some new ideas that the Commission has not thought of before. If an owner has some ideas, then more detailed questions can follow. He believes that it is important that the individuals who respond truly understand that their comments will be heard.

David Kadamus commented that he would like Jo Ann to provide periodic reports and she agreed to correspond regularly with the Commission.

Jo Ann noted that she will have the first set of questions next week and she asked that the Commission comment on them and get them back to her by July 1 if possible.

1. Public Comments. There were no items discussed under public comments.

2. Distribution and approval of minutes. The following corrections were made to the minutes of the regular meeting of April 12, 2007:

Page 4, item 4.a., first paragraph, line 3, replace “of the geometry” with “study for the configuration of the property”

Page 4, item 4.a, second paragraph, line 2, replace “geometry” with “property boundary study”

Page 4, item 4.b., second line, replace “for” with “from”

On motion made by Jim Ball, and seconded by Roberta Willenkin, the Commission voted to approve the minutes of the regular meeting of April 12, 2007 as corrected. David Kadamus, Jim Ball, Jim Satterwhite, Edwin Moore, and Roberta Willenkin voted in favor of the motion and Peter Thomas abstained.

It was noted that Pam McKinnon’s name should be removed from the letterhead used for the minutes.

3. Old business.

a. **Potential Appointment of New EDC Commissioner.** David Kadamus noted that he has requested that the First Selectman move forward with obtaining a new Commission member.

4. New business.

a. **Downtown Development Support Plan**

i. **Proposal from Planimetrics re: next step efforts for Bradley Road and Wall Street.** David Kadamus noted that there have been several conversations with Planimetrics and they are putting together a plan in the \$30,000 range. Half of the funding can come from a purchase order from the prior fiscal year with the balance to come from the current year. Once Planimetrics is done with the Bradley Road project the Commission can begin to move forward with Wall Street. Mr. Kadamus commented that the Commission is under a time constraint because of the budget so it makes sense to work in phases, moving forward after reviewing each phase.

Edwin Moore
James Satterwhite
Roberta Willenkin

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

Peter Thomas commented that it is important to produce a product to give to the Planning and Zoning Commission to get them moving forward. A specific outline of the work to be done with a specific cost will be provided.

David Kadamus commented that it will be very helpful to have something specific to show people what the final product will look like and how it will interconnect so the project will include 3D drawings.

Edwin Moore commented that, at this stage, the Commission is just looking at a concept for buildings and at a later date will look at how the support system and infrastructure would fit together.

David Kadamus commented that the plan matrix will also help people visualize the potential. The Commission will also be provided with a grand list value of the buildings. The possibility of shared lots, which has been discussed, will also be considered. The working computer model will be helpful as a planning tool rather than a recommendation. It will provide input for what can be built given specific dimensions.

In response to a question by Roberta Willenkin, David Kadamus noted that he believes Tuxis Pond is privately owned but he will check to see if this is correct.

In response to a question by Edwin Moore, David Kadamus note that a statement of work will be provided next week.

David Kadamus recommended Commission action on this important first step to move this project forward.

On motion made by Jim Ball, and seconded by Roberta Willenkin, the Commission voted unanimously to proceed with the commitment to Planimetrics for an amount not to exceed \$30,000, funded over two budget years for a build out study for the Bradley Road vision statement, contingent upon receiving from Planimetrics a detailed scope for work that will be circulated and approved by the Commission prior to final commitment of this work, with a timeline goal of the proposal and Commission approval being completed by June 21, 2007.

David Kadamus commented that it is important to work on a pro-active basis. The Commission doesn't want to react to someone else's idea of what downtown should look like. It will be helpful to get something constructive that can be evaluated. The Commission needs to be able to show that economic development projects can end up paying the Town back over time.

iii. **Other issues.** David Kadamus and Jim Ball discussed any input the Commission should provide with regard to the intersection of New Road and the connector. With the defeat of the Highway Economic Zone proposal, there should be some discussion on whether the Commission should pursue investigation into what action would be needed to support options for the proposed project to be able to move forward. Part of the process could be to review the incentives and dis-incentives for this development.

Robert Willenkin commented that she agrees the Commission should ask about options for the property.

Peter Thomas commented that he does believe the Commission needs to be proactive but rather should monitor the property and keep advised of what might possibly come before the Commission.

Edwin Moore
James Satterwhite
Roberta Willenkin

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

Jim Ball questioned if it would be appropriate for the Commission to engage in conversation with the developer about what they think might happen next. The Commission members agreed that information gathering was appropriate at this point. David Kadamus agreed to contact the developer.

b. **Tourism Report.** There was no tourism report.

5. Executive Session. There was no executive session.

A motion was made by James Ball and seconded by Robert Willenkin to adjourn the meeting at 9:15 p.m.

The next regularly scheduled Madison Economic Development Commission meeting will be held on July 12, 2007, 7:30 p.m. at the Madison Town Campus.

Terry Holland-Buckley
Clerk

Edwin Moore
James Satterwhite
Roberta Willenkin

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