



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

Approved August 9, 2007

Minutes of a regular meeting of the Madison Economic Development Commission held on Thursday, July 12, 2007, at 7:30 p.m. Madison Town Campus.

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

Also present: Pam McKinnon, Tourism

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

1. Public Comments

Pam McKinnon noted that the Chamber of Commerce office has moved and the Visitors Center is now open five days per week. Volunteers staff the Visitors Center on Saturdays and Sundays. They are currently having a problem filing the volunteer slots so an article will be put in the newspaper asking for volunteers

2. Approval of Minutes Mr. Ball distributed copies of the minutes of the regular meeting of June 14, 2007.

After review the following corrections were made to the minutes of the regular meeting of June 14, 2007:

Page 1 and 2, Also present, and item 4.a.ii, Joanne should be listed as Joanne Carrolle and University of Connecticut should be changed to GMC Resources

Page 1, item 4.a.ii, first paragraph should delete "from" and insert "in the amount of"

Page 1, item 4.a.ii, second paragraph, fourth line should read, "The questions will be narrowed down so that they survey can be completed in 10 minutes.

Page 1, item 4.a.ii, third paragraph "surveyors" should be changed to "survey interviewers"

Page 2, item 3.a, "First Selectman" should be RTC Chairman"

Page 2, item 4.a, "some" should be "come" and the third sentence should be deleted.

Page 3, item 4.a, fourth paragraph, line 1, "improvement options" should be inserted after "potential".

Page 3, item 4.a, fourth paragraph, "the plan" should be "a planning"

Page 3, item 4.a, 6th paragraph "note" should be "noted"

Page 3, item 4.a, 8th paragraph, first line "a" should be inserted between "On" and "motion"

Page 3, item 4.a, 8th paragraph, fourth line ""for" should be "of"

Edwin Moore
James Satterwhite
Roberta Willenkin

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

Page 3, item 4.a, 10th paragraph, second line should read, “With the defeat of the Highway Economic Development sector proposal, there should be some discussion on whether the Commission should pursue an 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 disincentives for this development.

Page 3, item 4.a, 11th paragraph, misspelling of name “Roberta”

On a motion made by Jim Ball, and seconded by Roberta Willenkin, the Commission voted unanimously to approve the minutes of the regular meeting of June 14, 2007 as corrected.

3. **OLD BUSINESS**

a. **Appointment of New EDC Commissioner.** David Kadamus noted that he had received an e-mail that there are a few potential candidates for the EDC vacancy so this is moving forward.

b. **Comments on Planimetrics.** David Kadamus noted that Milone and MacBroom will be the sub-contractors for the Planimetrics report. The report will include full siting, mapping and modeling for the whole downtown area. The process will include full siting and base map preparation using internet maps. They will review the existing conditions and provide detailed mapping of the wetlands, drainage areas and electrical services. The plan is to complete this work by the end of October.

David Kadamus noted that the budget has been approved to include \$18,657.40 from the open purchase order with Planimetrics, and \$11,342.60 from the unexpended balance in the current year’s balance as of June 22, 2007. David Kadamus noted that at this point they have not had to use the 2007-2008 budget money.

David Kadamus noted that he has sent an amended Purchase Order to the University of Connecticut CSRA increasing the amount of the purchase order from \$3800 to \$5000 to extend the interview to business owners in addition to property owners. This will increase the number of people to be interviewed by one third. These additional funds also came from last year’s balance so the EDC budget had a \$3505 balance at the end of the fiscal year.

After discussion, on a motion made by Jim Satterwhite, and seconded by Edwin Moore, the Commission voted unanimously to approve the additional commitment of \$1200 from the FY 06-07 unexpended budget to increase the purchase order commitment to the University of Connecticut CSRA from \$3800 to \$5000 as a result of the expansion of the survey to include business owners in addition to property owners.

David Kadamus noted that the Commission members and the Town Planner had reviewed the draft questions and provided feedback. Joanne Carroll had indicated that the feedback was incorporated and changes were made to the initial questions. The modified questions have been sent back to the Commission. Changes made include:

- the inclusion of business owners on Sampson Rock Drive since some of the businesses requested that they be included in the survey and the plan allows for extra individuals to be

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surveyed. Pam McKinnon commented that she believes it is important to tap into the input of additional businesses for their input and support.

- A change in reference to ACCA as an advisory committee of the Planning and Zoning Commission with ACCA to be defined during the interview.
- A change in the wording of the question about whether the Town should encourage smart growth and reasonable growth in Madison to be more general so that it is not leading.
- A question on uses for Tuxis Pond was included near the end of the survey
- A question on central septic systems was included.
- The questions on Town regulations will be grouped in a specific way to create a relationship between the questions.

David Kadamus noted that the questions have been submitted back to UConn and they are amending them and they will be sent back to the EDC for a follow-up review. The final edit will word the questions so that they can be covered in a 10 minute phone interview. UConn is recommending delaying the beginning of the survey until the end of August or beginning of September since many people will be away on vacation. The Commission determined that the survey should be conducted in September. A letter would be sent out just after Labor Day to advise the participants to be interviewed of the process that will be followed. In addition, an article will be published in the newspaper to publicize the survey. Roberta Willenkin recommended that the newspaper article list a contact person in case a business or property owner does not get contacted and is anxious to participate. David Kadamus commented that the survey is targeted to individuals in the downtown area. People outside of the downtown area will have the opportunity to comment when the survey is discussed in public forum.

David Kadamus noted that in response to a question asked at the last meeting, he made a request to Marilyn Ozols to research who owns Tuxis Pond.

David Kadamus noted that there is nothing new to report on New Road.

Jim Ball questioned the content of the progress report on the railroad station. David Kadamus reviewed the letter and reported that the work is being done in phases with the station open in fall of 2009 and total project completion projected for 2010.

In response to a question by Edwin Moore regarding ownership of the property, David Kadamus noted that the property is owned by the State and Amtrak with the state property leased to Amtrak.

Roberta Willenkin questioned if the Town will have an opportunity to provide input on the architecture of the new railroad station. David Kadamus noted that there has been communication between the State and the Town. The State welcomes any feedback but any communication should be provided before December, 2007. It would be appropriate to ask the Planning and Zoning Commission to have ACCA provide input. David Kadamus suggested that Planimetrics be asked for suggestions regarding the appearance of the parking deck with any options they come up with being forwarded to the Planning and Zoning Commission to provide to ACCA.

Edwin Moore
James Satterwhite
Roberta Willenkin

David Kadamus – Chairman
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4. New business. David Kadamus noted that with the expansion of the time and scope of the survey work by JMC Resources, the 2007-2008 purchase order needs to be increased from \$2000 to \$3000. He noted that their job is to research business owners, draft the letter to survey participants help with letter distribution, and assist with publicizing this effort in the newspaper. The \$3000 is a not to exceed number.

On a motion made by Edwin Moore, and seconded by Roberta Willenkin, the Commission voted unanimously to increase the FY 2007-2008 purchase order with JMC Resources from \$2000 to \$3000 due to expanded time and scope of the work they are to perform.

Pam McKinnon reported on Tourism. She noted that for the money spent on the ad in the Vacation Guide, the Town receives monthly updates on the people who inquire about Madison as a result of looking at the guide. She noted that there have been 130 inquiries to date in 2007 so she believes it is worth the Town's investment.

Pam McKinnon provided Commission members with a copy of the Public Relations Plan for the New Haven Visitors Bureau which outlines how they plan to increase awareness and develop partnerships.

Pam McKinnon reported that the Shore Line East Train is going to begin running on weekends from New London the New Haven. This is an experimental program and they will be looking at the ridership number to see if this service warrants continuation.

Pam McKinnon noted that the Chamber is looking for a replacement for Steve Pagnetti.

Pam McKinnon noted that on June 26 there was a meeting of the Public Economic Development Forum that was hosted in Madison. Her husband attended. She noted that they were looking for input but it did not appear that there would be any activity to come out of the meeting.

Edwin Moore noted that there are changes occurring in the Regional Growth Partnership with focus on regional issues rather than assisting with individual projects. Another change will require that the Chief Elected Official of the Town must be present to vote. Proxy votes will no longer be accepted.

On motion made by Edwin Moore, and seconded by Jim Satterwhite, the Commission voted unanimously to adjourn at 9:00 p.m.

The next regularly scheduled Madison Economic Development Commission meeting will be held on August 9, 2007 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