

**TOWN OF MONTVILLE**  
**Economic Development Commission**  
**Regular Meeting Minutes – April 17, 2023 – 6:00 p.m.**

*The meeting was moved from Room 203 to Room 102 at the Town Hall.*

**Town of Montville has lifted the mask mandate effective Monday, February 28, 2023, throughout Town facilities in coordination with our schools. Although the mask mandate has been lifted, Uncas Health strongly recommends that all individuals, both vaccinated and unvaccinated, continue to wear masks indoors. Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness, and suitability shall be followed and enforced.**

1) Call to Order

Chairman Gillette called the meeting to order at 6:08 p.m.

2) Pledge of Allegiance

All stood and pledged the flag.

3) Roll Call

Present were Commissioners Sierra Davis, Mickey Gillette, Walter Hewitt (by phone), Meracus Hernandez, and Christopher Napierski. Absent were Commissioners Sheelagh Lapinski and Thomas McCarthy.

Also present was Town Council Liaison Robert Yuchniuk.

4) Alterations to the Agenda

**Motion** by Chairman Gillette; seconded by Commissioner Hernandez to add New Business Item 8.2, *Discussion of Business Spotlight*. Discussion: Town Councilor Yuchniuk reported the Town Council liked and thought the idea was a good one that would help local business. The Town Council is looking for policy concerning criteria and exclusions for the business spotlight. Chairman Gillette proposed using the method currently for the EDC Business Award. Commissioner Davis reported on the business spotlight at the bank at Stop & Shop where businesses provide flyers, a board to spotlight the business, and business cards. Commissioner Hewitt remarked the idea sounded like a good one. The Commission will develop policy for the business spotlight. Voice vote: 5-0, all in favor. Motion carried.

5) Remarks from the Public regarding items on the Agenda (3-minute limit)

Chairman Gillette asked three (3) times for remarks. There were none.

6) To Consider and Act on a Motion to approve:

a) The Minutes of the Regular Meeting of March 20, 2023.

**Motion** by Commissioner Hewitt; seconded by Commissioner Hernandez to approve the Regular Meeting Minutes of March 20, 2023. Discussion: none. Voice vote: 5-0, all in favor. Motion carried.

## 7) Unfinished Business

- a) Improve Business Awareness: Discussion of business survey results. No updates at this time.

Chairman Gillette reported on a phone call he received from a realtor with more space that Montville Animal Hospital might find suitable. The site is almost finished with a small upgrade and has a full basement in addition to a 3-bedroom apartment above. This information was sent to Town Planner Burdick who is currently on vacation.

- b) Welcome New Businesses: Review of Business Report

Chairperson Gillette remarked on the new Town businesses from January 2023 – March 2023— Wear with me Creations, Let’s Go Travel, LLC, and MAD Crafts -- identified on the business report.

- c) Recognition of Businesses:

- 1) Discussion of Presentation of Excellence Award. Plaque has been designed and is with Sportees for an estimate to make.

Chairman Gillette confirmed that the Commission received the email concerning wording for the plaque that was also texted to him and read to the Commission. The verbiage is being sent to Sportees by Town Planner Burdick. Town Councilor Yuchniuk will make sure this item is on the agenda for the next Town Council meeting and asked that he be notified once the plaque is completed.

- 2) New Business Introductory Letter. No updates at this time.

Staff was not present for the meeting.

## 8) New Business:

- 1) Staff Updates: No news at this time. No feedback has been received from seCTer to date.

Staff was not present for the meeting.

- 2) Discussion of Business Spotlight

The Commission discussed the proposed business spotlight to be located in the lobby of the Town Hall. Commissioner Napierski noted the EDC Business Award does not go to home-based businesses. Businesses that sell firearms, drugs, alcohol should not be included per Chairman Gillette. Commissioner Hernandez proposed having a different type of business spotlighted each month. The consensus is the spotlighted business will be for the duration of a month. Emails with a description of the business and an application for the business will be sent to the Town Land Use and Development office f/k/a Planning & Zoning for review. A basic application needs to be developed. Commissioner Hewitt suggested a virtual event on Facebook or the Town website that can be changed once a month. He also did a Google search and found policies from towns who spotlight on the web. Commissioner Napierski suggested the EDC page as a site for the spotlight. Commissioner Hernandez reported on an internship class he took while a high school student that involved building student resumes by assisting businesses with marketing. Town Councilor Yuchniuk remarked the setup of the business spotlight should occur on the first day of the month and taken down at the end with the Town holding no responsibility if items are stolen. The policy for the business spotlight must be reviewed by the Town Council.

9) Report from Town Council Liaison

Town Councilor Yuchniuk reported the Town Council likes the idea for the business spotlight and wants the Commission to move forward with it.

10) Remarks from the Public (3-minute limit)

Chairman Gillette asked three (3) times for remarks. There were none.

11) Remarks from the Commissioners and Town Council Liaison. -- *None*

12) Adjournment

**Motion** by Commissioner Napierski; seconded by Commissioner Davis to adjourn the meeting at 6:32 p.m. Voice vote: 5-0, all in favor. Motion carried.