

Town of Montville  
**Economic Development Commission**  
Meeting Minutes for Monday, September 15, 2014  
7:00 P.M. – Montville Town Hall - Room 203

**1. Call to Order**

Chairman White called an informational meeting to order at 7:17 p.m. due to a lack of quorum.

**2. Roll Call**

Present were Marge Gatheral, Ann Matson, John Protz, and Dustin White. Absent were Victoriano Alarcon, Karl Butzgy, Jim Toner, and Tina White. Also absent was Town Council Liaison Tom McNally.

Chairman White stated that Commissioner Alarcon would be mailed a letter regarding his continued interest in serving on the Commission, as he has not been in attendance.

Discussion ensued regarding the September Business Resource Forum. Commissioner Gatheral reported that, while the meeting room at the Mohegan Firehouse worked out very well, there was some miscommunication regarding their reservation of the space. Having been the first event this Commission has hosted, there were details that were overlooked and lessons to be learned from the experience. Commissioner White brought the business cards, nametags, and banner while Commissioner Toner welcomed everyone behalf of the EDC and introduced the participating organizations. There were approximately 32 attendees from approximately 20 businesses, including three Commercial Agents from the Board of Realtors and walk-ins. The Mayor and Head of the Chamber of Commerce also stopped by. An agenda was distributed and presentations were made by the invited organizations to a very diverse group of businesses. Commissioner Protz suggested appointing an Event Coordinator, who can take care of the details, for future events. Commissioner Gatheral felt that the event was not only informational for the businesses that attended, but also created an environment in they could network with each other.

Commissioners Gatheral and Toner received feedback at the event. Commissioner Gatheral will compile a list of the businesses who RSVP'd to the event and Chairman White will draft a follow-up letter to the businesses who attended and request any questions, comments, and/or concerns regarding the event for approval at the next meeting.

Commissioner Tina White entered the meeting at 7:38 p.m., establishing a quorum.

**3. Remarks from the Public regarding items on the Agenda (3 Minute limit) — none**

**4. Alterations to the Agenda — none**

**5. To Consider and Act on a Motion to approve:**

- A. The Regular Meeting Minutes of June 16, 2014
- B. The Regular Meeting Minutes of July 21, 2014

Regular Meeting Minutes for June 16, 2014 and July 21, 2014 were not approved.

**6. Unfinished Business**

A. Update and Town SWOT Analysis w/Town Planner Marcia Vlaun

Commissioner Protz met with Ms. Vlaun who has agreed to attend the October meeting to discuss their short-term goals and a plan to draft a Plan of Conservation and Development. He will prepare a draft of materials to present to Ms. Vlaun in an effort to support her role as the Town Planner.

B. Montville rebranding progress with other Town entities — none

C. September Business Resource Forum Update (Marge Gatheral and Jim Toner) — *discussed above*

D. Commissioner Projects Update — none

**7. New Business**

A. Commissioner “Idea’s For Action” (IFA) — none

B. Feedback from the townspeople and businesses — none

C. Brief and Review of proposals of EDC website design

Commissioner Protz also spoke with Ms. Vlaun regarding the website. Discussion ensued regarding the inclusion of available properties for sale/lease, which Ms. Vlaun felt might be inappropriate. To avoid any issues, one of the options discussed was to include a link to the CERC website. Webmaster Geary suggested including general visuals so that one might obtain an overall image of Montville. Chairman White noted that he had purchased a website domain for the purpose of posting local businesses and offered it to the members of the Commission as a way to bring in additional revenue. While the Planning & Zoning office has all of the necessary information regarding available large properties and their respective zoning regulations, most people would visit their website prior to or rather than visiting Town Hall. Commissioner Protz is currently working on the verbiage for the webpage with Webmaster Donna Geary.

Chairman White clarified to Ms. Geary that, while her input is very much appreciated, she may only speak during the meeting as the Webmaster, where pertinent. Any additional comments would need to be made as a remark from the public.

D. Additional bus shelter areas along Route 32

Commissioner Gatheral contacted SEAT, who informed her that the Town owns the bus shelters. Lamar Advertising constructs the shelters and takes care of the advertising for the shelters. Currently, there are only two (2) shelters on Route 32 in Montville and, because the bus will stop anywhere where there are people waiting, very few people tend to utilize them. Commissioner Gatheral suggested keeping the item on the agenda and request that Councilor McNally introduce the item to the Town Council for their input.

Motion made by Chairman White, seconded by Commissioner Mattson, to suspend any further action unless requested otherwise by the Town Council. Voice vote, 4-0-1. Voting in Favor, Commissioners Gatheral, Mattson, White, and White. Voting in Abstention: Commissioner Protz.

- C. Expansion of the water line to Montville's schools (WPCA Administrator Brian Lynch)  
Chairman White will forward the e-mail he received from WPCA Administrator Brian Lynch requesting the Commission's support for the new water line. He will also invite him to a future meeting for further discussion regarding the proposed options for the water line.

**8. Proposed Recipients for Business Recognition Award — none**

**9. EDC Liaison Tom McNally Update — not present**

**10. Commissioner Action Items for Next Meeting**

Chairman White recently attended a Public Meeting hosted by the Federal Energy Regulatory Commission (FERC) regarding the Algonquin Incremental Market Project. The old pipeline, which runs through Fitch Hill and Raymond Hill Roads, will be replaced with a larger 12" pipe allowing them to meet the growing demands for energy. On behalf of Resident Ms. Ellen DesJardins, he voiced her concerns regarding the impact on her property and any available compensation she might be able to receive. With regards to the Town's growing need for energy, Chairman White introduced the possibility of a natural gas power plant located at the old coal plant, which is currently set for demolition.

**11. Communications — none**

**12. Remarks from the Public (3 Minute limit)**

Donna Geary, 11 Depot Road, recommended that the Commission view the Planning & Zoning's Plan of Conservation and Development, which can be found on the Planning Department's website. With regards to the lack of attendance of a Commission member, she noted that their Rules and Procedures states that the Commission must have just cause to request the removal of a member due to lack of attendance. She reminded everyone of their annual meeting in November for the Election of Officers.

**13. Remarks from the Commissioners — none**

**14. Adjournment**

Motion made by Commissioner Mattson, seconded by Commissioner Protz, to adjourn the meeting at 8:25 p.m. Discussion: none. Voice Vote, 5-0, all in favor. Motion carried.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Montville