

## **Harwinton Economic Development Commission December 15, 2015 Meeting Minutes**

1. Meeting Called to Order at 6:31 p.m. Commissioners present: Chair Thomas Schoenemann, Vice-Chair John DiCarlo, Kevin Moran, and Noreen Saksa.
2. On a motion duly made and seconded, the commission unanimously voted to approve adoption of the agenda
3. On a motion duly made and seconded, the commission unanimously voted to approve Minutes of the commission's 11/17/15 Meeting.
4. Chairman's comments: Mr. Schoenemann noted that the Northwest Council of Governments is providing an economic development summit on January 26, 2016 in Morris and encouraged commissioners to attend. Mr. DiCarlo said he would do his best to attend.
5. First Selectman Michael Criss thanked the commission for inviting him to provide suggestions for helping the town's business community at the start of his third term. His suggestions to the Commission included:
  - Conducting outreach to business owners, preferably in person, to learn how the town can help their business succeed.
  - Meeting with other economic development groups and agencies serving communities Harwinton's size to learn what they are doing.
  - Attracting small, 'niche' businesses to town
  - Visiting new businesses in town and learning about them
  - Promoting why a business would want to locate in Harwinton – including in the brochure the commission is currently working on.
6. Commissioners reviewed the Town Brochure document. Mr. DiCarlo adapted the text from the document that former Commissioner Steve Criss began in 2014 and added new pictures from town. Commissioners discussed text for the document and suggestions included noting that the town is business-friendly and its attributes for attracting businesses and a variety of points that illustrate the local quality of life.
7. Home Based Business Ordinance: Commissioners agreed to have Mr. Schoenemann send the economic development commission's recommended changes to existing town ordinances regarding home based businesses to the Zoning Commission, including a request to meet with the Zoning Commission to discuss the recommendations at a future Zoning Commission meeting.

8. Any other business: Since the resignation of commission secretary Donna Groccia-Lubik, Mr. DiCarlo volunteered to serve as acting secretary until November 2016, noting that he previously served as EDC secretary in 2012 and 2013. He suggested another commissioner will need to step forward at that time to take on the secretary/minutes duties.

9. Public Participation. Lewis Mills High School student Katlin Sulek attended the first sections of the meeting.

10. On a motion duly made and seconded, the commission unanimously voted to adjourn at 7:22 p.m.

*Respectfully submitted by John DiCarlo, Vice-Chairman.*

RECEIVED FOR RECORD AT HARWINTON CT  
ON 12/17/15 AT 2:00 PM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK