

**Town of Harwinton  
Economic Development Commission  
Minutes: Tuesday, June 21, 2016**

1. The meeting was called to order at 6:31 p.m. Commissioners present: Chairman Thomas Schoenemann, Vice-Chairman John DiCarlo, Terri Ruot and Noreen Saksa
  2. On a motion that was duly seconded, the meeting agenda was unanimously voted approved
  3. On a motion that was duly seconded, the minutes of the April 19, 2016 meeting were voted approved with the correction of the spelling of Commissioner Saksa's last name.
  4. Comments from the Chair: Commissioner Schoenemann provided an update on EDC activities his May 3 meeting with the Board of Selectmen, who were meeting with multiple town commission chairs at that time. He and Commissioner DiCarlo provided an update of their discussing potential modifications of zoning ordinances with the Zoning Commission during the Zoning Commission's May 9<sup>th</sup> meeting.
- Commissioners discussed the status of the Town's Business Directory, which can be quickly updated when a new company opens or closes in town.
5. Old Business: Commissioners discussed several modifications to the draft Town Brochure. The document is designed to be hardcopy, supplementary information for people interested in learning more about Harwinton. After the modifications are made, Commissioner DiCarlo will provide the draft document to Commissioner Schoenemann to distribute to the town officials for review. The goal is to have the document available for distribution in the fall.
  6. New business: Commissioners discussed co-sponsoring a 1-hour seminar for new businesses in the Harwinton Library in September, which Commissioner Schoenemann, will coordinate. Commissioners also discussed holding a tabletop business expo, possibly in Town Hall in the fall, to showcase Harwinton-based companies. Commissioner DiCarlo said he will draft an outreach email to gauge business interest to send to all businesses listed in the town's Business Directory. Commissioners discussed conducting personal outreach to businesses in town to inquire what the town could do to assist their operations.
  7. There were no member of the public present for public participation.
  8. On a motion duly seconded, the commission unanimously voted to adjourn at 7:55 p.m.

*Respectfully submitted by John DiCarlo, Acting Secretary*

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ON 06/23/16 AT 8:30 AM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK