

Town of Harwinton
Economic Development Commission
Special Meeting Minutes: September 22, 2011

Attendance: Tom Schoenemann, Christina Emery, Kerri Ouellette, Franci Tartaglino, Rose Ponte (departed at 8:10 PM)

1. Call to Order

Tom Schoenemann called the special meeting to order at 7:10 PM in the Selectmen's Conference Room.

2. Adoption of Agenda

The agenda was adopted as presented.

3. Minutes

It was noted that the minutes had the incorrect date of the Land Use Meeting, the correct date was September 21, 2011. Upon motion by Christina Emery, seconded by Kerri Ouellette the minutes from September 8, 2011 were approved as amended.

4. Comments from the Chair

Tom Schoenemann noted that zoning regulations on signs were distributed from Thomaston, Falls Village and New Hartford. The process in those towns was not that much different than Harwinton's. Rose Ponte distributed Torrington's regulations. Tom will compile summary for the next meeting.

The Chairmen of the Land Use Commissions met yesterday with the Board of Selectmen. One item on agenda was Bob Petricone, from the Litchfield Housing Trust discussing affordable housing. They are a private, 501(c)3 organization. Other issue discussed was the ZEO. The hours, job description will be reviewed by the BOS.

SBA Head of CT gave a talk at the NW CT Chamber of Commerce. Nothing specific that pertains to Harwinton.

5. Committee Progress Reports

- a) **Harwinton Business Database & Business Survey Questionnaire** – Tom spoke with one business, has an office here, but serves a national and international customer base. That business is supportive of a business directory. EDC members need to continue to make phone calls over the next few weeks. Rose reported on the CERC Site Finder training recently conducted in Torrington. If one goes to Site Finder, advanced search, it will give a list of all businesses in your town. The service also provides demographics within a radius of a particular location.

- b) **EDC Website** - The Commission looked at the Milford EDC webpage as an example. The City of Milford subscribes to Site Finder for a \$250 fee which allows for a custom webpage with a link to Milford available properties and demographics. Christina will contact Melissa Pasqualle at CERC for more information.

6. Consideration of Harwinton Town Sign Permit Process

The EDC will request a special joint meeting next Monday, September 26th with Zoning Commission. The reason to go to Zoning is to discuss temporary sign rules and regulations because we've heard complaints from small local businesses.

A draft of proposed temporary sign regulations was distributed and discussed. EDC members agree that the Zoning Commission needs to be able to explain the rules. The goal is to make these regulations easy to follow.

At the 9/26 meeting, Tom will introduce, and Kerri will get into the specifics of our "working draft". Rose Ponte made a motion to adopt the document as a working draft and present it to the Zoning Commission. Christina Emery seconded the motion and it was approved. Christina will send the working document to Polly so that the Zoning Commission can see it in advance.

7. Public Participation

There was no public participation

8. Adjournment

The next meeting will be a special joint meeting with Zoning on Monday September 26th. Following that, the EDC will resume its regular meeting schedule and will meet on Wednesday October 26.

With no further business, the meeting was adjourned at 8:30.

Respectfully Submitted,

Christina Emery,
Recording Secretary

RECEIVED FOR RECORD AT HARWINTON, CT
ON 9-26-11 AT 12:15 PM
ATTEST: PATRICIA K. WILLIAMSEN, TOWN CLERK