TOWN OF MANSFIELD
ECONOMIC DEVELOPMENT COMMISSION
Thursday, November 15, 2012
Council Chambers
Audrey Beck Municipal Building
5:30 PM

Agenda

Call to Order/Roll Call

Opportunity for Public to Comment

Staff Reports
- Business activity
- Events
- Other

Old Business
1) Policies and procedures
    a. Ethics Code
    b. FOIA policy

New Business
2) Presentation on Mansfield Tax Base (Irene Luciano, Assessor)

3) 2013 Meeting Schedule

4) Future agenda items

Communications
1) M. Hart re: Water Supply EIE

Adjournment

DRAFT MINUTES
MANSFIELD ECONOMIC DEVELOPMENT COMMISSION
Regular Meeting
Thursday, October 25, 2012
Council Chamber, Audrey P. Beck Municipal Building

Members present: Patricia Bresnahan, Kathy Dorgan, Steve Ferrigno, Martin Hirschorn, John McGuire, George Thompson III

Staff Present: Matt Hart, Town Manager
Linda Painter, Director of Planning and Development
Kathleen Paterson, Downtown Partnership Communications & Special Projects Manager
Jessie Shea Neborsky, Planning and Community Development Assistant
Cynthia van Zelm, Downtown Partnership Executive Director

Matt Hart called the first meeting of the Economic Development Commission to order at 5:35 p.m. and noted that he will help facilitate the first few meetings until members are oriented and comfortable with appointing a Chairman. Toni Moran, Deputy Mayor was present to welcome the members and express the thanks of the entire Town Council. Members and staff introduced themselves and discussed their interest in the Mansfield community.

Public Comment:
David Freudman, speaking as a resident and not a member of the Town Council, thanked the members for their service and discussed how Mansfield needs a balance between rural character and economic development. He is happy to have an Economic Development Commission to balance the recommendations from conservation related committees/commissions that protect the rural nature of Mansfield. He noted that the south end of Mansfield offers the best opportunity for economic growth because of its proximity to Windham/Willimantic, the Route 6 corridor, water/sewer, and the Eastbrook Mall and surrounding commercial community. Because of this, Freudman has 2 suggestions for the Commission; 1) He recommended that the Town Council rescind the motion opposing the completion of the Route 6 corridor; 2) Encourage development in this area by utilizing the service roads off of Route 6 corridor and complete the link to Route 84/384.

New Business:
1) EDC role and responsibilities
Hart reviewed the roles and responsibilities of the Commission and added that the EDC is serving in an advisory capacity to the Town Council and the staff, and will be a sounding board for projects, services and businesses within the Mansfield community. He stated that a goal for the EDC will be the development of a program plan/strategy to encourage and promote economic development within Mansfield. Components of this plan should include: business retention (keeping existing business in Mansfield); business recruitment (leveraging the strengths of the TechPark, Agriculture and UConn); sustainability (having the right balance of business and rural character); and regionalism (partnering with key stakeholders within surrounding towns).

John McGuire questioned if we have a business metric (tax base) to start from?
Kathy Dorgan suggested adding work force development to the list of items to include in the program plan/strategy. She also hopes to foster conversations with and among businesses.
Martin Hirschorn discussed tying recruitment with regionalism in regards to the TechPark noting that there could be many auxiliary businesses that would complement and support the TechPark. He suggested in bringing in surrounding Towns economic development teams to discuss their ideas.

2) Status of current projects
Painter updated the Commission on the HUD Community Challenge Grant; vanZelm updated the Commission on the Storrs Center progress and upcoming components; Painter and Hart updated the Commission on the Four Corners water and sewer initiatives and the status and timelines; Hart updated the Commission on the independent/assisted living project and Masonicare's progress, noting the need for additional water; and lastly, Paterson updated the Commission on the "Local First Mansfield" initiative to promote shopping local for the upcoming holiday season.

3) Policies and procedures
Hart reviewed the Ethics Code and FOIA policy which will be included on the next agenda for review with members who weren't present this evening and to give everyone a chance to look it over and ask questions at the next meeting. He noted the staff members that will be assisting the Commission in their work and will be available at meeting if needed.

Future Agenda Items/Next Steps:
Hart stated that the Commission will meet monthly and agreed to act as the facilitator as the members get oriented and until they feel they are ready to appoint a chairman. It was suggested that for the next few months the Commission invite guests from neighboring Economic Development Agencies and staff from Mansfield to get updates and ideas. Hart suggested in November we hear from the Assessor regarding the tax base; a TechPark presentation in December and if available a member from the Economic Development Office from UConn. 2013 meetings to include presentations from/regarding: Storrs Center fiscal impact; neighboring towns; Regional Performance Grant Incentives; Best Management Practices for Towns 25k-30k; CT Department of Economic Development.

It was agreed that the Commission will meet on the 3rd Thursday for November and December due to the holidays. The next meeting will be held on Thursday, November 15th at 5:30 p.m. in Council Chambers. The December meeting will be held on Thursday, December 20th at 5:30 p.m. in Council Chambers. A 2013 Meeting schedule will be distributed for adoption at the November meeting.

Adjournment: The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Jessie L. Shea Neborsky, Clerk

Mansfield Economic Development Commission
2013 Meeting Schedule

The Mansfield Economic Development Commission generally meets on the 4th Thursday of the month at 5:30 p.m. in Council Chambers unless otherwise noted. The following are specific meeting dates for 2013. Agendas will be posted 24 hours before the meeting. This schedule is subject to change.

- January 24, 2013
- February 28, 2013
- March 28, 2013 (Conference Room B)
- April 25, 2013
- May 23, 2013
- June 27, 2013
- July 25, 2013
- August 22, 2013
- September 26, 2013
- October 24, 2013
- November 21, 2013 (3rd Thursday due to Holiday)
- December 19, 2013 (3rd Thursday due to Holiday)