

**Town of East Hampton
Economic Development Commission
Regular Meeting**

Tuesday, September 21, 2021

6:30 P.M.

Town Hall 2nd Floor Meeting Room #201 and Via Zoom

MINUTES

Present: Vice Chairman Tim Csere, Chairman Matthew Reich, Ted Turner, Walt Jedziniak, Robyn Letourneau (arrived 6:49 P.M.), and Jase Doane.

Absent: None

Call to Order: Chairman Reich called the meeting to order at 6:30 P.M.

Approval of Minutes:

- a) **Regular Meeting of August 17, 2021:** *A motion was made by Mr. Csere, seconded by Mr. Doane, to approve of the regular meeting minutes of August 17, 2021 with no changes. Voted 5-0 in favor.*
- b) **Special Meeting of September 1, 2021:** *A motion was made by Mr. Doane, seconded by Mr. Turner, to approve of the special meeting of September 1, 2021 with no changes. Voted 5-0 in favor.*

Public Comment: None

Presentations: None

Old Business:

- a) **Update on the Bells on the Bridge Project:** There was discussion of having the project to tie into the holiday season to get more participation and more bells sold. This would in turn also bring more people to the local shops participating in the bells project. There should be an article in the newspaper during the holiday season to spread the information and gain more awareness for the project. Every week more bells are purchased at the local shops in town and placed on the bridge furthering the project along. It was suggested that a booth or table be set up to spread the information and promote the bells project during the upcoming 'Ghost Run' on Saturday, November 6th. This would help with promoting the availability and the concept of the bells project. The commission would need to touch base with Parks & Rec about the 'Ghost Run' event.
- b) **Holiday Decorating:** There was an email from Ellen Paul, the Director of the town's Library. She informed the members of which decorations are already being used and what decorations could be added to the already existing collection. There are wreaths to wrap around light and telephone poles. There is also the tree lighting ceremony that happens around the same time each year. There is also the Jingle Bell Parade would be another event to the sell the bells. Another suggestion was to tie the bells project into the raffle the library holds during their holiday event.
- c) **Home Based Businesses Regulation/ Recap of August Workshop:** Last month's meeting was very productive. Mr. DeCarli will be drafting the regulations discussed during the meeting like parking, signage, etc. The members briefly discussed what the

permit approval process for home based business and how to start up the business. There also needs to be a definition of which businesses can be home based and which can not, such as restaurants or dry cleaners. The new regulations would need the approval of Planning and Zoning to become official and before implementation. The next workshop will be held on Tuesday September 28th at 6:30 P.M.

- d) **New Business Update/ New Businesses with Planning & Zoning Approval/ Review of P&Z Minutes:** The members reviewed the Planning & Zoning approvals and minutes.
- e) **Town Business Recognition:**
 - i) **New Business Banner Location:** Belltown Massage has the banner now then it will go to Ulti-Mut for a month.
 - ii) **Business of the Month:** No applications or nominees.

New Business:

- a) **Creation of Online Submission Form for Business of the Month:** The members discussed having the hardcopy of the application for Business of the Month to be put on the town website as an electronic way to nominate a business. The online form would be able to fill out while on line. There was discussion with the Town Manager about adding the application to the website which he stated can be done with some minor work. There will be a pdf copy and a hardcopy for when a nomination is put forth to cover both aspects and to keep for the records.
- b) **Recognizing 50th Anniversary of Paul's and Sandy's Too:** A certificate was drafted for the recognition of Paul's and Sandy's Too 50th anniversary of being in business. The members approved of the design with an addition of the town seal and will be printed in color. The official business name will be listed on the certificate as well. It was suggested to put the certificate in a folder or a nice frame when presented to the business owners. There are two other businesses in town that are close or passed 50 years in business. Devine Jewelers are nearly there while All About Blinds hit their 50 year mark last year.
- c) **Mission Statement Update:** The mission statement was approved by the members and the suggested changes were made. Chairman Reich will be on the next Town Council agenda to present to the council members. It will be presented at one meeting with public hearing and then discussed and voted upon at the next meeting.

Town Manager's Report: There is an updated Town Manager's Report posted on the town website.

Public Comment: Mr. Csere and Ms. Letourneau wanted to announce to the members that they are both resigning from the commission

Adjournment: *A motion was made by Mr. Csere, seconded by Ms. Letourneau, to adjourn the meeting at 7:19 P.M. Voted 6-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk