

Town of East Hampton
Economic Development Commission
Regular Meeting

Tuesday, April 18, 2023

6:30 P.M.

TOWN HALL 2ND FLOOR MEETING ROOM #102 AND VIA ZOOM

MINUTES

Present: Chairperson Marlene Geary, Vice Chairman Walt Jedziniak, David May, Sean Flynn (arrived at 6:40 P.M.), and Ted Turner with Town Manager Dave Cox.

Absent: Jordan Higgins

Call to Order: Chairman Geary called the meeting to order at 6:32 P.M. in the Town Hall 2nd floor meeting room #102 and via zoom.

Welcome New Member: The members welcomed new member David May to the commission. Mr. May introduced himself and gave the members a brief background.

Adoption of Agenda: *A motion was made by Mr. Turner, seconded by Mr. Jedziniak, to adopt the agenda as submitted. Voted 4-0 in favor.*

Approval of Minutes:

- a. **Regular Meeting of February 21, 2023 and March 21, 2023:** *A motion was made by Mr. Turner, seconded by Mr. Jedziniak, to approve of the February 21, 2023 and March 21, 2023 regular meeting minutes with a change to both. For the February minutes the last line in the paragraph under Continued Business item D, it should say March 28th Town Council meeting. For the March minutes the spelling for Ulti-Mutt should be changed to Ulti-Mut. Voted 4-0 in favor.*

Public Comment: Mr. Baldassario, Chairman of the Brownfields Redevelopment Agency, joined the meeting via zoom to give the EDC members an update from the agency. The members are in the process of obtaining federal and state funding for making progress on the brownfields properties in town. The target properties are 1 and 13 Watrous, 13 Summit, and 3 walnut for federal grant funding. The members have yet to receive any updates on their FEMA grant application submitted in September since the government is still reviewing applications for that grant. The commission is hoping to hear updates for that round of grant funding soon. An application for an EPA grant was also submitted, last Friday, as a back-up plan if the FEMA grant isn't awarded to the commission.

Town Manager's Report

- a. **New Business Update:** The members were given an update on the new businesses in town.

- b. **New Businesses with Planning & Zoning Approval/ Review of P&Z Minutes:** The members reviewed and discussed the minutes and motions from the last Planning and Zoning meeting. There is a new organic farm on Oakum Dock Road. A landscaping company wants to construct an outside display next to DaVinci's pizza. They want to build the display as a way to show the community and potential customers what the company can build. This would also show what type of business the company does. The town has made contact with the landlord's property manager for 82 Main Street. There are only a couple of businesses that moved out of the storefronts at 82 Main St.

Continuing Business

- a. **New Business of the Month Process and May Nomination:** The new business nomination process was reviewed and a few changes were made. The members discussed getting together to get pictures of the previous month's nominated businesses to be submitted with an article to the Rivereast and Events magazine. *A motion was made by Mr. May, seconded by Mr. Flynn, to nominate Rule of 3 Brewing Company as New Business of the Month for May. Voted 5-0 in favor.*
- b. **Business Spotlight Process and May Nomination:** Devine Jewelers has their 50th year of being in business this year. The members discussed what the commission could do to celebrate the mile stone. There was a suggestion to make them next month's nominee. The members also discussed having a OneDrive set up for the commission to use for ease of access for files, projects, the tracker, etc. *A motion was made by Mr. Flynn, seconded by Mr. Turner, to nominate Post and Beam Homes as Business Spotlight for May. Voted 5-0 in favor.*
- c. **Business Incentive Ordinance Revision Review:** Chairwoman Geary researched the other business incentive programs in other towns around the state. She wanted to see what the other town's had in their ordinances and packets compared to East Hampton. Handouts of the incentive program packets were passed around to the members to review while Ms. Geary explained each change made to the program packet. The members also discussed each change to the program packet once it was mentioned. The application was reduced to three pages. The word scoring was changed to evaluation in each instance it appears in the documents. The next change was to remove the minimum of \$10,000 and to go up to the next level of \$25,000 as the lowest investment rate for the criteria. This would cause a better spread of points between the investment levels. The members reviewed the proposed changes in the ordinance and decided to bring the revised program packet before the Town Council. *A motion was made by Mr. Turner, seconded by Mr. May, to send the revised Business Incentive Program packet with the proposed changes to the Town Council. Voted 5-0 in favor.*
- d. **Around the Room: Ongoing EDC Projects:** A draft of the survey has been completed and passed around to the members to review. The survey is an extension of outreach to the people in town from the commission. This would help to gather the collective voice of the community to really gauge and hear what people want in town. This will also help to understand what businesses people want to come to town. The members will send feedback and changes if any to Mr. Flynn before the final draft is completed.

New Business

- a. **Budget Review:** The commission has a budget of \$4,600. The members briefly discussed their budget with the Town Manager.
- b. **Quarterly 2023 Goals Review:** None. No discussion on this topic.
- c. **Planning Arc for 2023:** The members were encouraged to think and brainstorm ideas for possible projects and other activities the commission should hold in 2023.
- d. **EDC Website:** There are a list of webpages on the commission's page on the town website. Each meeting the members will go through a couple to see if the webpage should stay or be removed from the EDC website.
- e. **Inventory of Available Business Sites:** There is no inventory currently for available business sites in town. Portland has a list on their town website that states which properties or businesses are available. It was suggested to create an inventory of the like for the available business sites in town. This could help to encourage more businesses and even different type businesses to move to East Hampton.

Correspondence: None

Announcements: None

Public Comment: None

Adjournment: *A motion was made by Mr. Flynn, seconded by Mr. Jedziniak, to adjourn the meeting at 8:44 P.M. Voted 5-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk