

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

Tuesday, July 18, 2023

5:30 P.M.

TOWN HALL 2ND FLOOR MEETING ROOM #201 AND VIA ZOOM  
MINUTES

**Present:** Chairperson Marlene Geary, Walt Jedziniak and Sean Flynn, and Ted Turner

**Absent:** David May

**Call to Order:** Chairman Geary called the meeting to order at 5:51 P.M. in the Town Hall 2<sup>nd</sup> floor meeting room #102 and via zoom.

**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 motion was made by Mr. Jedziniak, seconded by Mr. Turner, so approve of the May 16, 2023 regular meeting minutes as submitted. Voted 4-0 in favor.*

**Public Comment:** None

**Town Manager's Report**

- a. **New Business Update:** There are a couple of new businesses in town. A new hairdresser and floral shop moved into town.
- b. **New Businesses with Planning & Zoning Approval/ Review of P&Z Minutes:** The members reviewed and discussed the minutes and motions of the recent planning and zoning meeting. Some difficulties arose with expanding the water system in the subdivision. Some of the residences won't be attached to the water system. The town council approved the ETAP, or the East Hampton Business Incentive Program, document package with a few small wording changes. The town budget passed. The Brownfields Redevelopment Agency has received two grants for 13 Summit and 1 Watrous properties. Jeremy DeCarli held meetings with groups of individuals interested in the properties.

**Continuing Business**

- a. **New Business of the Month Process and August Nomination:** The members discussed recognizing the owners and businesses in town. Get a photo the owner and a blurb for the business brought to the meeting for being awarded. The members would tell the business owners when, where, and what time for the meeting to get awarded. The members discussed drafting procedures for the new awarding process.
- b. **Business Spotlight Process and August Nomination:** There was discussion of recognizing the nominated businesses for the first half of 2023 at the August meeting.

The members would hand out the certificates at the meeting to the businesses. It was decided that Mr. Flynn would draft the letter to the businesses owner about being awarded at the commission meeting. He would also draft the new awarding procedures. The new process would be ratified at next month's meeting.

- c. **Around the Room: Ongoing EDC Projects:** A new project planner will be sent out to the members. The members also brought up discussing seating an East Hampton business council in upcoming meetings.
- d. **EDC Website:** No discussion for this topic.

**New Business:** There will be questions drafted for the survey and get approval from the Town Council. Once the Town Council approves the draft questions, the members will work and/or revise them at the September meeting. This would give the members time to draft and complete the whole survey before sending them out to the residents. The members also mentioned wanting to start up a 'Buy Local' campaign to run during the holidays. This topic will be discussed in future meetings.

- a. **Discussion of Meeting Time:** The members discussed keeping the meeting time to 5:30 P.M. going further. *A motion was made by Mr. Turner, seconded by Mr. Flynn, to approve of the EDC meeting start time at 5:30 P.M. on the 3<sup>rd</sup> Tuesday of the month going forward. Voted 4-0 in favor.*

**Correspondence:** None

**Announcements:** None

**Public Comment:** None

**Adjournment:** *A motion was made by Mr. Turner, seconded by Mr. Flynn, to adjourn the meeting at 6:33 P.M. Voted 4-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk