



# Town of Griswold



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**GRISWOLD ECONOMIC DEVELOPMENT COMMISSION  
REGULAR MEETING  
MINUTES**

**SEPTEMBER 16, 2009**

**GRISWOLD TOWN HALL**

**I. REGULAR MEETING (7:00 P.M.)**

**1. Call to Order**

Chairman Thomas Giard, Jr. called this regular meeting of the Griswold Economic Development Commission to order at 7:00 p.m.

**2. Roll Call**

**Present:** Chairman Thomas Giard, Jr., Vice Chairman Melvin Jetmore, Paul Lach, Matthew Baber, Town Planner Carl Fontneau, and Recording Secretary Donna Szall.

**Absent:** Chris Hargus

**3. Determination of Quorum**

T. Giard stated that there is a quorum for this regular meeting of the Economic Development Commission.

**4. Approval of Minutes**

**A.** Minutes of Regular Meeting of July 15, 2009

T. Giard asked for any corrections or omission. P. Lach made a motion to accept the minutes. T. Giard seconded the motion. All were in favor. The motion carried.

**5. Matters Presented for Consideration**

**A.** Discussion of steps to form a steering committee to promote Main Street.

T. Giard stated that there is still interest in the Main Street Program. He asked how to structure the steering committee. M. Jetmore explained that the committee must be charge to do something. He stated that money is requires and that money can come from the federal government and to have banks to commit to low-interest loans to complete the project. C. Fontneau stated that something needs to happen before the money; the committed must decide to get façade money, a parking plan and what issues there are to solve. There was discussion of this matter.

T. Giard stated that the steering committee should consist of two members from the EDC, the banks and some businessmen and should include five or six members; and the committee will find the money for the project. There was discussion of this matter including some staff support.

C. Fontneau stated that a plan was needed before funding can be obtained. T. Giard stated that people can be brought in to help with the plans. C. Fontneau stated that the Putnam Bank as some money for a project and will make loans on Main Street. He stated that Paula Stahl can be brought in to help with the project.

T. Giard stated that the meeting should be held during the day in town and someone who is retired would be good to participate from this committee. He stated that the meeting should be on a casual basis. P. Lach and T. Giard will be the representatives from the EDC for this steering committee. T. Giard asked what kind of records would need to be kept. C. Fontneau stated that no records need to be kept. There was discussion of this matter including that there can be donations from businesses to help with the project.

M. Baber asked if there was a local chamber of commerce. C. Fontneau stated that there was an inactive chamber. T. Giard stated that there is the Griswold Businessmen's Club that is active and can be involved. M. Baber stated that there should be some talking points to say the businessmen to attract them. There was discussion of who to involve from the businessmen.

M. Jetmore asked what the goals and target of the committee. C. Fontneau the committee would identify the issues, how to improve main street, such as a parking plan and a façade program. Lach stated that they can be chaired by one of the businessmen. There was discussion of this matter.

T. Giard stated that C. Fontneau should be at the first meeting to share information of what the steering committee should do. T. Giard asked C. Fontneau to talk to the Bank to use their conference room. Talk to Tony at the Pharmacy, Arremony Bakery, Uncle Cranky, Deans Corner, Charlene's Restaurant, DiMaggio's Pizza. There was discussion of this matter.

T. Giard stated he will call C. Fontneau asked what morning would be good and asked C. Fontneau to pick a morning. There was discussion of this matter.

#### **B. Report on Status of Municipal Development Plan**

C. Fontneau explained the status of the MDP and that Nelson Tereso looked at the plan and Peter Simmons reviewed the plan. TPA will review the plan to document the priority plan and action areas. He stated that there is \$7500 in the contract and that no more that \$2500 will be given to them to do the changes and make the copies. N. Tereso will get a full copy of the plan at the DECD and give his recommendations and revisions. C. Fontneau stated that there will be a review comments from other state organizations as well. The phase III will be done in a couple of months and then we can apply for DECD for demolition funds for the small parcel owned by the town and there is a grant for the EPA clean up funds to be written. There was discussion of this matter.

#### **C. Report on Status of Triangle parcels and other developments.**

T. Giard asked C. Fontneau to give his review. C. Fontneau stated that Tighe and Bond was the winner of the contract for the clean up. He stated that there were 15 proposals and finally four were interviewed and Tighe and Bond were selected. He stated that the contract can be signed and work can begin by October 1 for 2.3 acre Triangle parcel owned by the Town. He stated he attended a workshop for the EPA clean up grant that there is a 50 percent to get the funding \$50,000 Federal funds and \$40,000 in-kind services. He explained the in-kind services such as public hearings for mapping, staff time for writing regulations. He stated that there should be a citizens group to do the in-kind for the public input as it pertains to the site. C. Fontneau stated that the larger parcel is privately owned and not eligible for the EPA clean up funds. M. Jetmore suggested that the little parcel be used to attract a developer to the larger Triangle parcel. There was discussion of this matter.

C. Fontneau stated that the EPA Grant proposal needs to have a public hearing and the EDC would be a good vehicle to hold the public hearing. There was discussion of this matter. T. Giard asked if Monday September 28, is available in this room for 7 p.m. C. Fontneau stated that there must be a quorum for this special meeting to comply with the grant requirements. C. Fontneau will check for room availability.

M. Jetmore made a motion to set a public hearing and special meeting in this room at 7:00 p.m. on September 28, 2009 to meet public input to the EPA grant proposal. M. Baber seconded the motion. All were in favor. The motion was carried.

M. Baber asked for a copy of the grant. C. Fontneau will send a copy of the grant draft to members via e-mail.

**D. Other topics as presented**

C. Fontneau gave a review of the commercial development that included JHB, LLC rope manufacturing, a six retail and office building which are at the driving range site. C. Fontneau explained the updates on the hotel and travel center. There was discussion of the buy-in, tie-in fees.

**6. Correspondence**

**A.** Letter dated August 13, 2009 from Kenneth Sullivan, Director of Utilities, JCDPU regarding buy-in/tie-in fees.

T. Giard asked about the Lisbon formal contract. There was discussion of this matter including the location for water and sewer at Route 164. C. Fontneau will speak with Ken Sullivan and try to get this information.

**B.** Letter dated September 2009 from Charlene Perkins Cutler, Executive Director, Last Green Valley regarding itemizing expenditures, in-kind contributions and volunteer time for matching federal funding.

T. Giard asked for any other topics of discussion.

**7. Adjournment**

T. Giard asked for a motion to adjourn. M. Jetmore made a motion to adjourn. P. Lach seconded the motion. All were in favor. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Donna M. Szall  
Recording Secretary