



TOWN OF OLD SAYBROOK Economic Development Commission

302 Main Street • Old Saybrook, Connecticut 06475
Telephone (860) 395-3139 • FAX (860) 395-3125

David Prendergast, Chair
Carol Conklin, Vice Chair
Sandra Roberts, Secretary/Treasurer

David Cole
Judy Ganswindt
Nick Prevost
Elizabeth Swenson
Barbara Labriola, Alternate
Kacie Costello Hand, Alternate

REGULAR MEETING MINUTES

HYBRID MEETING

Thursday, August 12, 2021 – 7 P.M.
Town Hall, 2nd Floor Conference Room
302 Main Street, Old Saybrook

I. CALL TO ORDER

The chair, David Prendergast, called the meeting to order at 7:01 P.M.

II. ROLL CALL

Members present: David Prendergast, Carol Conklin, Sandra Roberts, David Cole, Nick Prevost, Kacie Costello Hand

Members absent: Carol Conklin, Judy Ganswindt, Elizabeth Swenson, Barbara Labriola

Staff: Susan Beckman, Economic Development Director and acting Recording Clerk

III. PUBLIC QUESTION & COMMENT - none

IV. GUESTS – none

V. STAFF REPORT

S. Beckman will provide a staff report covering the summer at the September meeting.

VI. REGULAR BUSINESS

A. Approval of Minutes: June 10, 2021

MOTION to approve the meeting minutes of June 10, 2021; **MADE** by D. Cole; **SECONDED** by C. Conklin; **VOTING IN FAVOR:** D. Prendergast, C. Conklin, S. Roberts, D. Cole, N. Prevost; K. Hand. **OPPOSED:** None; **ABSTAINING:** None; **APPROVED:** 6-0-0



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B. Correspondence & Announcements

S. Beckman reported the following: a thank you note was received from the Old Saybrook Historical Society for the Commission's support of the bike tour video production; a request was sent from the Central Regional Tourism District for a Representative from Old Saybrook for which D. Prendergast and C. Conklin will consider volunteering; Selectman M. Pugliese sent an email inviting the EDC to send a representative to a press event held by Senator Blumenthal at the Kate on 8/13/2021 to highlight the Shuttered Venue Operators Grant (SVOG) program; and announced that Gargano Pasta & Italian Market will be taking the former Denali space at 75 Main Street. Commissioners asked to be notified when Gargano Pasta & Italian Market submits its permitting application to the Zoning Commission.

Commissioners asked about several other vacant properties in town. Questions about parking regulations and the challenges those regulations pose to businesses especially businesses on Main Street. The EDC asked S. Beckman to invite Chris Costa to a future meeting to review parking regulations.

VII. OLD BUSINESS

- A. Sponsorship Policy: review & vote to pass to BOS for adoption
S. Beckman shared the draft policy document with Director of Parks & Recreation R. Allen.
They will meet to review the document. Discussion will continue at the September meeting.

VIII. ADVISORY GROUP REPORTS

No reports. The EDC will review priorities and existing advisory groups at the September meeting. The EDC will renew or create new advisory groups as needed.

IX. NEW BUSINESS

- A. Review of DRAFT Annual Report
S. Beckman distributed a DRAFT Annual Report for review and discussion. No edits were suggested.

MOTION to approve the DRAFT Annual Report and submit it to be included in the Town's Annual Report; **MADE** by C. Conklin; **SECONDED** by N. Prevost; **VOTING IN FAVOR:** D. Prendergast, C. Conklin, S. Roberts, D. Cole, N. Prevost; K. Hand. **OPPOSED:** None; **ABSTAINING:** None; **APPROVED:** 6-0-0

B. American Rescue Plan Act (ARPA) Update

S. Beckman reported that the First Selectman has been serving on a committee established by the Connecticut Conference of Municipalities (CCM) to interpret the Interim Final Rule posted by the US Treasury Department regarding use of ARPA funds. The First Selectman is considering the processes to put in place for determining local uses for Old Saybrook's ARPA funds. C. Conklin recommended thinking regionally with regard to investing some of the funds in a regional marketing effort.

C. Assessor Letter Insert to OS Businesses

S. Beckman recommended the EDC take the opportunity to place an insert in the Assessor's Office annual tax letter to all businesses. This was used during the pandemic last year to ensure all businesses received information about assistance that was available to them. The total cost for a one-sided, full-color insert was \$162.50. The EDC approved the recommendation and directed S. Beckman to create a newsletter-style insert with information about businesses resources. S. Beckman will share the newsletter with Commissioners for feedback prior to submitting it to the Assessor's Office for inclusion in their annual letter.

D. New Signs at Exit 67 off ramp

Commissioners reported that the overgrowth had been trimmed so the existing sign is more visible. S. Beckman will contact Larry Bonin to determine the owner of the property and investigate the possibility replacing the existing sign with a new OS Welcome Sign.

X. **COMMENTS FROM THE CHAIR**

D. Prendergast commented on the plastic Adirondack chairs on the Town Green and how they are a welcoming, colorful, well-used addition. He also commented on the fact that none had been taken which reflects the respect shown by residents and visitors for the chairs. S. Beckman reported that in May the First Selectman's Office had replaced broken chairs from last year. This summer eight chairs had been broken. The EDC indicated an interest in ensuring the broken Adirondack chairs are replaced at the beginning of summer 2022.

XI. **ADJOURNMENT**

MOTION to adjourn the meeting at 8:03 P.M. until the next regularly scheduled hybrid meeting of the Economic Development Commission on September 9th, 2021 at 7:00pm, Town Hall, 302 Main Street, second floor conference room; **MADE** by N. Prevost; **SECONDED** by C. Conklin; **VOTING IN FAVOR:** D. Prendergast, C. Conklin, S. Roberts, D. Cole, N. Prevost, K. Hand; **OPPOSED:** None; **ABSTAINING:** None; **APPROVED:** 6-0-0.

Respectfully submitted,

Susie Beckman, Economic Development Director
Acting Recording Clerk