

ENFIELD ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

Wednesday, January 12, 2023 – 5:30 PM

Enfield Room, Town Hall

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**Call to Order**

Chairman Turner called the meeting to order at 5:33 PM.

**Roll Call**

Chairman Turner took the roll and present were Commissioners Gretchen Pfiefer-Hall, Mary Ann Turner, Richard Stroiney, Kelly Davis, Marilynn Cressotti, Steven Ragnauth and Philip Kober. Absent were Commissioners Virginia Higley and John Santanella,

Also present were Nelson Tereso, Director of Economic & Community Development and Kristine Koistinen, Community Development Specialist.

**Approval of Minutes**

**Motion to accept the June 16, 2022 regular meeting minutes made by Commissioner Stroiney; seconded by Commissioner Davis and approved by 7-0-0 vote.**

**Motion to accept the July 21, 2022 regular meeting minutes made by Commissioner Stroiney; seconded by Commissioner Kober and approved by 6-0-1 vote. *Commissioner Pfiefer-Hall abstained.***

**Motion to accept the August 18, 2022 regular meeting minutes made by Commissioner Kober; seconded by Commissioner Stroiney and approved by 7-0-0 vote.**

**Motion to accept the August 24, 2022 regular meeting minutes made by Commissioner Kober; seconded by Commissioner Stroiney and approved by 5-0-2 vote. *Commissioners Ragnauth and Cressotti abstained.***

**Motion to accept the October 20, 2022 regular meeting minutes made by Commissioner Kober; seconded by Commissioner Davis and approved by 5-0-2 vote. *Commissioners Ragnauth and Cressotti abstained.***

**Motion to accept the December 15, 2022 regular meeting minutes made by Commissioner Stroiney; seconded by Commissioner Kober and approved by 7-0-0 vote.**

**Motion to accept the January 4, 2023 regular meeting minutes made by Commissioner Cressotti; seconded by Commissioner Stroiney and approved by 7-0-0 vote.**

**New Business**

- a. Election of Officers

**Motion to nominate Phil Kober as Vice Chair made by Chairman Turner; seconded by Commissioner Davis and approved by a 7-0-0 vote.**

**Motion to nominate Mary Ann Turner as Chairman made by Commissioner Kober; seconded by Commissioner Davis and approved by a 7-0-0 vote.**

b. Adoption of EDC Bylaws

Commissioners discussed the best meeting time and date. Town staff proposed to change the name of their office throughout the document to “Office of Economic and Community Development”.

**Motion to change meeting time to the third Thursday of each month at 5:30pm made by Commissioner Stroiney; seconded by Commissioner Davis and approved by a 7-0-0 vote.**

**Motion to accept adoption of changes and approve bylaws as amended made by Commissioner Kober; seconded by Commissioner Stroiney and approved by a 7-0-0 vote.**

c. ARPA discussion

Chairman Turner notified the commissioners that an additional \$200,000 from the ARPA funding would be provided to the EDC for distribution through a second round of small business grants. The commissioners agreed to review the initial application line by line to create more specificity. Commissioner Kober confirmed that there would be a new application window and that the businesses that applied for and or received grant funding in the first round have the opportunity to be considered during the second round. Commissioner Stroiney noted that any business that applied during the first round must resubmit a new application.

The commissioners discussed a possible match caveat in which businesses must provide some of their own funding for their proposed projects. A revised list of required supporting documents was discussed. It was confirmed that one project must be submitted per application, but one business can apply for multiple grants. The commissioners agreed that the matrix needs to be worked on and will address that at their next meeting. Commission members and staff discussed TIF and the current TIF properties and boundaries.

**Adjournment**

**Motion to adjourn made by Chairman Turner; seconded by Commissioner Stroiney and approved by a 7-0-0.**

The meeting was adjourned at 8:08 pm.

Respectfully submitted,

Rebecca Jones, Recording Secretary