

Economic Development Commission
Meeting Minutes of **August 11, 2015**

Attendance: Geoff Cooper, Scott Blinkhorn, Neil Cook, Cindy Donall, Ross Farrugia, Ulric Deojay and Judith Andrade (7:20 p.m.).

Absent: Andre Benoit and Andrew Hatfield.

Audience of Citizens: Russell Gray and Dale Boisselle.

Meeting was called to order by Chairperson Geoff Cooper at 7:01 p.m.

Approval of Previous Meeting Minutes: C. Donall made a motion to accept the minutes as written, seconded by R. Farrugia, and unanimously carried.

UNFINISHED BUSINESS:

I-Park Wetlands Issue – Lot #16: To date the Town has not received a report from Robert Russo, an independent soil scientist of CLA Engineering located in Norwich. First Selectman Gray has repeatedly attempted to obtain the report from R. Russo with no results. The Town has lost out on a potential buyer for this lot due to this delay. D. Boisselle shall draft a letter regarding this delay and the potential to contract with another firm to complete the work.

Lot #7 – Sterling Industrial Park: R. Gray reported that he spoke with Clark Patterson on August 10, 2015 regarding lot #7. C. Patterson stated funds are tight right now but that he is still interested in purchasing the lot.

Lot #13- Westside Oil: R. Gray reported that Alan Couture of Westside Oil is still interested in purchasing Lot #13 but he is not ready to move forward at this time.

NEW BUSINESS:

Review Additions/Deletions to the Sterling Industrial Park Covenants:

All members of the Economic Development Commission reviewed the updated Covenants. Discussion was held regarding any additional changes or clarifications. Those changes shall be written up and provided in advance of the next meeting at which time a vote will take place on the changes discussed.

Review and Discuss Sewer Exemption Hook-up Fee

At the June 17, 2015 meeting of the Sterling Water Pollution Control Authority (WPCA) a request was made for this Commission to discontinue the practice of new businesses being exempt from paying the Sewer Assessment (hook up) Fee. This was discussed and clarification will be added to the Covenants regarding water and sewer lines.

ANY OTHER BUSINESS:

- 1) There was discussion regarding the vacant Economic Development Coordinator's position and what abilities are important for the candidate to bring to the table. The Economic Development Coordinator will be the primary contact for all Town of Sterling businesses as well as grant writing.
- 2) There was discussion of the Incubator Building being at full capacity and whether it was a good idea to expand in the future. It was the consensus of the Committee that it is a good idea but that some additional funds attained through grants would be required to move forward.

3) The former Economic Development Coordinator contacted several companies to get quotes regarding repair and/or replacement of damaged gutters from this past winter and install snow guards as needed. Only a few responded; one did not have the proper sized gutters available for this sized building; another would have done the gutters but not the snow guard therefore RicMan Enterprises, LLC of 107 Colonial Road, Plainfield, CT 06374, was awarded the bid to complete the work. The cost for this work, including materials and labor was \$14,965.00 The work has been completed on the Incubator Building and included removing and replacing the damaged gutters on the South elevation including any hangers that may be needed, and repairing the North elevation gutters as required, installing additional downspouts for each elevation due to the long distance between downspouts and installing approximately 320 linear feet of SnowMax U2 snow guard system, one row on each side of the ridge on the building of one hundred sixty (160) feet.

A motion was made by C. Donnell to adjourn the meeting at 8:04 p.m., seconded by R. Farrugia and unanimously carried.

Submitted by,

Dale Boisselle
General Office Assistant