

**PORTLAND ECONOMIC DEVELOPMENT COMMISSION (EDC)  
MINUTES OF REGULAR MEETING December 10, 2009**

**1. CALL MEETING TO ORDER**

Chairman Fred Knous called the EDC meeting to order at 8:30 a.m.

**2. ROLL CALL**

Members Present: Fred Knous, Peter LaMalfa, Cathy Probolus, David Rintoul

Members Absent: Michael Elliott

Others Present: Mary Dickerson, Consultant, Deanna Rhodes

Mr. Knous noted that Michael Elliott has moved out of town and has therefore resigned from the EDC. On behalf of the EDC, Mr. Knous thanked Mr. Elliott for his efforts and work on behalf of the town, and wished him luck in his future endeavors.

**3. ACCEPT AGENDA**

Motion by Peter LaMalfa to accept the agenda for the December 10, 2009 Economic Development Commission Meeting. Cathy Probolus seconded the motion and it was unanimously approved. Motion carried.

**4. APPROVAL OF MINUTES: November 12, 2009**

The following changes were noted to the minutes:

- Under Consultant's Report, it should read "the last of Main Street signs was approved, but not yet installed."
- It was noted that the minutes should also reflect that the EDC voted to authorize the necessary expenditures for the Community Partners program.

Motion by Peter LaMalfa to approve the minutes of the November 12, 2009 Economic Development Commission meeting, as amended. Cathy Probolus seconded the motion and it was unanimously approved. Motion carried.

**5. CORRESPONDENCE**

This item was covered as part of the Roundtable Discussion.

**6. DISCUSSION**

Approval of 2010 Meeting Schedule (and location):

Discussion of this item was deferred until later in the meeting.

Roundtable:

Ms. Rhodes updated Commission members on several items:

- A brief summary was given on the various applications the town has received.
- It was noted that the town did not renew the contract with Village District Consultants. An RFQ was sent out, and a firm has been selected. An official award will be made pending the reference checks.
- The town has received a \$50,000 grant from the State of Connecticut to be used in the development of Incentive Housing Zones. The town has signed a contract with Concord Square Planning to work with the town on reviewing maps and identifying possible areas.
- The commercial business approval report was shared. Ms. Rhodes noted that the town has seen quite an impressive list of economic development given the economy.
- The mixed use development application is currently before the State Traffic Commission. They have 120 days to review.
- The Planning and Zoning Commission voted to remove the regulation relating to the separation distances between schools and businesses selling alcoholic beverages. It was seen as excessive, and was preventing restaurants from co-locating near each other. A regulation was also added relating to adaptive re-use as it relates to properties on the historical preservation map.
- An update was given on a meeting with representatives from the Brownstone Quorum, town officials and the Parks and Recreation Commission members regarding the riverfront property. Monthly meetings have been scheduled to further discuss the various usage options available for this property.

#### Meeting Schedule for 2010

The dates were reviewed. The consensus was that evening meetings would be better for members. It was determined that meetings would take place at 7:00 p.m. at the Portland Library.

Motion by Cathy Probolus to approve the 2010 Meeting Schedule for the Economic Development Commission. Peter LaMalfa seconded the motion and it was unanimously approved. Motion carried.

#### Consultant Report

Ms. Dickerson updated EDC members on the following items:

- The Business of the Month sign is still on display at Bordonaros. Ms. Dickerson suggested that the program pick up again in March, as the sign does not hold up well against snow plows during the winter months.
- Ms. Dickerson will be scheduling time to take a picture of staff from the Allstate office with members of the EDC, along with their "New Business" sign.

- Liberty Bank's "Business of the Year" sign is on display.
- The Arrigoni Business Alliance is reorganizing. Quarterly lunch meetings are being proposed. The next meeting is scheduled on Thursday, March 11<sup>th</sup> at 1:00 p.m. at Farrells.
- The Middlesex Avenue project has been completed. The opening ceremony is planned for 10:00 a.m. on December 15<sup>th</sup>.
- The Portland Business Journal has been completed.
- Quality Nameplate has orders for the Community Partners decals. The date for the ceremony has been set for March 18<sup>th</sup> at Senior Center at 10:00 a.m.
- The updated EDC webpage should be ready by January.
- The Business List and Real Estate Listings have been updated.
- Mary highlighted various activities proposed for "Flood Fest" to take place on opening day of fishing season in the spring. The intent would be to tie the quarry area and riverfront to Main Street. The event would be co-sponsored by the EDC, Senior Center, Parks and Recreation Commission and the Brownstone Quorum.

Budget Discussion:

Mr. Knous indicated that funds are still available. He encouraged EDC members to give some thought to possible programs can be implemented.

**7. OLD BUSINESS**

No old business was discussed.

**8. NEW BUSINESS**

Mr. Knous suggested putting something in the Rivereast in an effort to recruit new members to the EDC. He noted that both his term and Mr. LaMalfa's will be expiring this year.

**9. PUBLIC COMMENTS**

There were no public comments.

**10. ADJOURN**

Motion by Cathy Probolus to adjourn the meeting at 10:14 a.m. Peter LaMalfa seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,

Susan Matterazzo

**TC, FS, BOS, EDC, Planning, Book**