

EDC REGULAR MEETING

Tuesday December 15, 2020 5:30pm

Via ZOOM

APPROVED MINUTES

(Approved 1-21-21)

Call to Order: Brett Mastroianni called the meeting to order at 5:34pm.

Members in Attendance: Brett Mastroianni, Nicole Porter, Jennifer Dayton, Jennifer Anderson, Salvatore Cherenzia.

Members Absent: Anthony Mazzella (alternate), Will Mason, Stefan Grufstedt, Jennifer Strunk, Paul Simonds.

Staff Present: Juliet Hodge, PDZO

Public Present: Nita Kincaid, Selectman, Bob Carlson, Selectman.

Public Comment: Nita Kincaid asked Brett Mastroianni if he would be able to have an article ready for the North Stonington Quarterly by next week. B. Mastroianni confirmed he would.

Approval of Prior Meeting Minutes: The following past minutes were approved with no changes: July 21, 2020, September 15, 2020, October 6, 2020. The December 15, 2020 minutes will have the date error amended and were then approved as written.

Additions to the Agenda: None.

Treasurer's Report: The Commission reviewed with no changes.

PDZO Report:

- a. **Memo re: suggested actions to consider:** J. Hodge prepared a memo for M. Urgo, C. Dias, D. Spring, B. Mastroianni and L. Steinbrecher in preparation for upcoming budget discussions and POCD update process. She offered thoughts about moving forward with respect to economic development. She asked the recipients to review and comment before she shared to a wider audience.
- b. **Annual Report:** J. Hodge shared the draft of the EDC portion of the 2019-2020 Annual report she compiled. No one had any issues with what was written.
- c. **Advance CT Partners Meeting and DECD Update:** Juliet participated in a webinar that she found very informative and shared ways in which the EDC can take advantage of the partnerships we already have with the Chambers of Commerce, seCTer and other organizations to which we are members. She stated that we should take advantage of their resources.

New Business:

- a. **Chamber Advertising and free membership opportunities:** There was a discussion of doing a video or creating some other marketing material highlighting North Stonington's restaurants – given the struggles caused by COVID. The work would be partially funded by a double matching grant from the Chamber of Commerce.
- b. **J. Dayton: Facility for Workforce Development/IT Training program in North Stonington:** Jennifer Dayton continued her presentation and investigation into an IT training center in North Stonington. J. Dayton contacted the Executive Director of a 20 business consortium in Mystic who may be interested in a

partnership. J. Dayton also proposed investigating a relationship with CompTIA as another option. There was a discussion regarding the cost of the proposed business venture. J. Dayton agreed to further her research and come back with some cost estimates for the Project Management portion of the venture. The Commission discussed possible locations for the training center including the former Middle School/High School, former Ambulance Building and space in the vacant medical building at the rotary.

Old Business:

- a. FY 21-22 Budget-Review and Recommendations: There was an overall discussion suggesting the EDC not decrease our current budget by any significant amounts. There was also discussion regarding the proposed EDC Assistant role. The Commission reviewed a sample job description from another town and discussed possible tasks that the assistant would be responsible for. B. Mastroianni and J. Hodge will collaborate on editing the sample job description. The Commission will review a final, proposed budget for FY 21-22 at the January meeting. J. Hodge suggested that the assistant be given very specific achievable tasks based on initiatives outlined by the EDC and tied to the budget.
- b. Buy Local Campaign: B. Mastroianni shared the pictures that have been posted on Instagram and Facebook pages (#shopnorthstonington pictures). The Commission needs to choose a winner for the first few weeks of the campaign.
- c. Business List: Tabled.

Motion to adjourn at 7:05 pm and seconded (S. Cherenzia/N. Porter). Meeting adjourned at 7:05pm.

Next regular meeting is January 5, 2021 at 5:30pm via Zoom.

Respectfully Submitted,

Nicole Porter & Juliet Hodge