

**TOWN OF SALEM  
ECONOMIC DEVELOPMENT COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, FEBRUARY 18, 2020 – 8:00 P.M.  
SALEM TOWN HALL**

**PRESENT**

Edward Chmielewski, Jr., Chairman  
Paul Robillard  
Terri Salas

**ABSENT**

Joshua Rehrig

**CALL TO ORDER**

Chairman Chmielewski called the meeting to order at 8:50 p.m.

**1. PLEDGE OF ALLEGIANCE** *led by Steven Shelley*

**2. ADDITIONS/MODIFICATIONS TO THE AGENDA**

**M/S/C: Robillard/Salas, to add the following item to the Agenda:**

**10(a) FY2020/21 Budget Discussion**

**Discussion: Commissioner Robillard requested that the Commissioners discuss the possibility of including funds in their budget for any preliminary expenses for the 2021/22 Business Directory. Chairman Chmielewski reported that the budget has been submitted, with a slight decrease. Voice vote, 3-0, all in favor.**

**3. CORRESPONDENCE/PUBLIC COMMENTS**

Chairman Chmielewski reported that a letter of resignation was received from Commissioner Rehrig effective today. He was thanked for his service on the Commission and his expertise.

He also welcomed and introduced Steven Shelley, who has expressed an interest in getting involved and joining the Commission. Mr. Shelley thanked the Commission and provided a brief background of himself. Since moving to Salem in 2007, he has enjoyed its small town, rural aspect and its proximity to the major cities. He felt that Salem is a great community and, as a real estate agent, sees a need for more development and amenities for its residents and would like to be a part of its progress.

The Commissioners welcomed Mr. Shelley to their meeting and expressed their support of his membership on the Commission.

**4. APPROVAL OF THE MINUTES: JANUARY 21, 2020 REGULAR MEETING**

**M/S/C: Robillard/Salas, to approve the Regular Meeting Minutes of January 21, 2020.**

**Discussion: None. Voice vote, 3-0, all in favor.**

**5. EDC BUSINESS & SERVICE DIRECTORY for 2021/2022**

Positive comments continue to be received by the local businesses and residents regarding the Directory, who are very eager to support their local businesses.

**6. SALEM VISITORS GUIDE PUBLICATION for 2021/22**

Mr. Shelley reported that the Visitors Guide was available at a recent seCTer (Southeastern Connecticut Enterprise Region) meeting in New London. The Directory along with the stands and labels will be distributed to the local businesses and campgrounds as the season breaks.

**7. SENIOR FRIENDLY / AGE RESTRICTED HOUSING DISCUSSION**

The Commission continues to support the development of Senior Friendly/Age-Restricted Housing in the Town of Salem. There has been no development of late. Mr. Shelley cautioned the Commission regarding Chapter 42, Sections 3607 and 3608 of the Fair Housing Act, which allows age-restricted housing, but includes several requirements as such housing could be considered discriminatory.

**8. SALEM BUSINESS OUTREACH AND SUPPORT**

In response to Commissioner Salas, Chairman Chmielewski has not yet been able to meet with the owners of the former Salem Feed and Grain Store on Route 82. Commissioner Robillard added that, in addition to the former Salem Feed and Grain Store, the Commissioners will also need to visit the Dollar General, Maple Shade General Store on Route 85 as well as those businesses that are new and/or have experienced changes.

**9. PUBLIC OUTREACH INITIATIVE**

**a. EDC Display for Memorial Day Parade & AppleFest events**

Commissioner Salas, who has created static displays for the EDC, stated her wish for a sturdier display stand for the events. In response to Commissioner Robillard, who questioned the possibility of placing the displays in the vacant storefronts of the Two Brothers' mini-mall between events, Commissioner Salas was unsure as to their ability to withstand the sunlight. Selectman Chmielewski stated the possibility of placing the display in the Town Hall display case. The Commissioners agreed to submit a proposal to the Town Clerk for consideration.

**b. Annual Tax Bill Insert – no discussion**

**10. NEW BUSINESS**

**a. 2018/19 Annual Report**

Chairman Chmielewski recited the EDC's submission for the Annual Report, which highlights the Commission's accomplishments, including the *2019/20 Business and Services Directory* and the *Surprising Salem, Connecticut* pamphlet, which were created in partnership with the Town Hall staff and members of the Boards of Selectmen, Finance, and Planning & Zoning Commission. Commissioner Robillard was pleased with the submission's mention of the team effort, noting that the publications would not have been possible without the efforts of the Town Hall staff.

**b. FY2020/21 Budget Discussion**

The Commissioners discussed their submission for the FY2020/21 budget request and the inclusion of funds for any preliminary work on the 2021/22 Business Directory. Chairman Chmielewski requested that the Commissioners also attend the Board of Finance meeting to provide support.

**M/S/C: Salas/Robillard, to approve the FY2020/21 proposed budget for the Economic Development Commission, as follows:**

	<b>FY2019/20</b>	<b>FY2020/21</b>
<b>Line Item 5-600-223, Consulting</b>	<b>\$ 500.00</b>	<b>\$ 500.00</b>
<b>Line Item 5-600-323, Dues &amp; Education</b>	<b>\$ 200.00</b>	<b>\$ 0.00</b>
<b><u>Line Item 5-600-498, Mailing &amp; Materials</u></b>	<b><u>\$ 1,000.00</u></b>	<b><u>\$ 1,115.00</u></b>
<b>DEPARTMENT TOTAL</b>	<b>\$ 1,700.00</b>	<b>\$ 1,615.00</b>

**Discussion: None. Voice vote, 3-0, all in favor.**

**c. Candidate Recommendation**

Based on his expertise and background, the Commission agreed that Mr. Shelley would be a positive addition to the Commission.

**M/S/C: Salas/Robillard, to recommend Steven Shelley as a Full Member of the Economic Development Commission to the Board of Selectmen. Discussion: None. Voice vote, 3-0, all in favor.**

*The Commission agreed to add Member Outreach to future agendas.*

**11. OLD BUSINESS**

**a. Review and Update of the Salem Business Database – see file copy**

Commissioner Robillard distributed a copy of the current Business Database. The database excludes any new or updated information since the publication of the Directory. Those businesses that require updates are highlighted in red. A copy of the Directory will be provided to the First Selectman's office, Tax Assessor, and Town Clerk for review. A header and revision date will be added to the document. The businesses will be contacted for any updates throughout the year in preparation of the 2021/22 Business Directory. Commissioner Robillard will draft a calendar for the production of the 2021/22 Directory.

Chairman Chmielewski commended and thanked Commissioner Robillard for his hard work and efforts.

**12. ADJOURNMENT**

**M/S/C: Robillard/Salas, to adjourn the meeting at 9:49 p.m. Discussion: None. Voice vote, 3-0, all in favor. Meeting adjourned.**