

**TOWN OF SALEM
ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING MINUTES
MONDAY, APRIL 19, 2021 – 8:00 P.M.
SALEM TOWN HALL – CONFERENCE ROOM 1**

PRESENT

Edward Chmielewski, Jr., Chairman
Carl Fontneau
Steven Shelley

ABSENT

none

CALL TO ORDER

Chairman Chmielewski called the meeting to order at 8:52 p.m.

- 1. PLEDGE OF ALLEGIANCE** *led by Commissioner Shelley*
- 2. ADDITIONS/MODIFICATIONS TO AGENDA** – *none*
- 3. APPROVE MEETING MINUTES**
M/S/C: Fontneau/Shelley, to approve the March 15, 2021 Regular Meeting Minutes.
Discussion: None. Voice vote, 3-0, all in favor.
- 4. CORRESPONDENCE** – *none*
- 5. PUBLIC COMMENTS**
A note will be added to allow for public comments to be submitted via e-mail or the drop box located at Town Hall.
- 6. SALEM BUSINESS AND COVID-19 IMPACT**
 - a. Update from Senator Paul Formica**
 - b. Update from State Representative Holly Cheeseman**
Chairman Chmielewski stated that Senator Formica and Representative Cheeseman, who were unavailable, thanked and commended the Commission for all of their efforts to support the community and its economic development and growth as they, too, continue to work hard, advocating for the local businesses. Loans are available for businesses that are continuing to experience difficulties due to the pandemic.
 - c. Update from Salem First Selectman Kevin Lyden**
Chairman Chmielewski communicated that the First Selectman reported that the Age-Restricted Development continues to progress and significant revenue has been generated from the permit fees, alone. Many positive comments and interest in the development have been received from the residents. The developer is planning to have units available by the end of the calendar year. He also complimented the Dollar

General and its Manager for maintaining the orderliness of the store, adding that many positive comments have been received by the residents.

Chairman Chmielewski thanked the First Selectman for his ongoing support.

7. CT OFFICE OF TOURISM

a. EASTERN REGION TOURISM DISTRICT UPDATE – *no report*

8. EDC BUSINESS & SERVICE DIRECTORY 2021

Discussion ensued regarding the production of the Directory, based upon Commissioner Shelley's correspondence with *The Chronicle's* Sales Representative, the proposed Agreement to Terms, and the cost/advertising breakdown. The Commissioners reviewed a copy of the Colchester Business Association's recently published Town Guide, which was provided as an example of *The Chronicle's* work. The estimated cost of the Directory is \$1,850.00 plus \$400.00 in mailing costs for 2,350 copies.

M/S/C: Chmielewski/Fontneau, to represent the Economic Development Commission with *The Chronicle* for the production of the 2021 Economic Business & Service Directory. Discussion: None. Voice vote, 3-0, all in favor.

Chairman Chmielewski commended Commissioner Shelley for his efforts. Commissioner Shelley proposed removing the year(s) from the title and the possibility of welcoming other town organizations to sponsor the Guide to help subsidize the Directory/Guide in exchange for a full-page(s).

9. SENIOR-FRIENDLY / AGE-RESTRICTED HOUSING DISCUSSION

Chairman Chmielewski is hoping to arrange a tour of the property for both the Commission and the Salem Seniors in the near future. Commissioner Fontneau suggested the possibility of proposing the planning and location of a future Senior Center for the town. Chairman Chmielewski stated that the town and its seniors were once planning to establish a Senior Center many years ago. In lieu of a Senior Center, the Salem Seniors have been taking advantage of the town's existing infrastructure by meeting at the Salem Volunteer Fire Company, the Salem Free Public Library, Witch Meadow Campground, walking at the Salem School. It was noted that the new Age-Restricted Housing Development will also have a Community Center for its residents.

10. PLAN OF CONSERVATION AND DEVELOPMENT (POCD)

As stated at the previous meeting, Commissioner Fontneau stated that several areas in town could never be developed due to the town's current zoning regulations. As such, he is proposing changing the zoning of those parcels currently zoned as Industrial to Highway Commercial, making it more attractive to potential businesses. He stated his goal to provide a formal recommendation(s) to the Planning & Zoning Commission during their May meeting. Commissioner Fontneau will draft the language for submission to the Planning &

Zoning Commission for inclusion in the POCD for review at their next meeting. Chairman Chmielewski proposed the possibility of scheduling a Special Meeting to review and discuss their contribution.

M/S/C: Shelley/Fontneau, to submit a letter of recommendation to the Planning & Zoning Commission for the rezoning of industrial land within the Town of Salem. Discussion: Following the completion of the updated POCD, the document will be reviewed by the Southeastern Connecticut Council of Governments, the Board of Selectmen, and sent to a Public Hearing for comments, as required. Voice vote, 3-0, all in favor.

11. SALEM BUSINESS OUTREACH AND SUPPORT

a. Electronic Survey (Commissioner Shelley)

Commissioner Shelley reported that he is in the process of modifying the survey, based on the comments received during the last meeting. He hopes to have a revised draft to present to the Commission at their next meeting.

b. In-Person Outreach (Commissioner Shelley)

Chairman Chmielewski stated that the business leaders and their staff are the Unsung Heroes of the town as they all continued to maintain their businesses and offer their services to the townspeople during these difficult times. Similarly, the Emergency Responders continued to work and serve the community, keeping everyone safe.

c. Welcome Packet (Commissioner Fontneau)

Commissioner Fontneau is in the process of developing a draft of the Welcome Packet, which includes a list of questions, contact information for various departments that should be contacted in the process of establishing a business in the town; the sheet also includes the permitting process. Chairman Chmielewski's contact information will be provided for individuals seeking guidance.

12. NEW BUSINESS

Chairman Chmielewski requested that the Recording Secretary, who provided them with a copy of the *Salem Economic Development Strategic Plan*, dated May 19, 2008, and *Salem New Business Champion Process*, create a binder that includes the Commission's past agendas and minutes.

13. OLD BUSINESS – none

14. ADJOURNMENT

M/S/C: Shelley/Fontneau, to adjourn the meeting at 10:04 p.m. Discussion: None. Voice vote, 3-0, all in favor. Meeting adjourned.

Respectfully Submitted by: Agnes T. Miyuki, Recording Secretary for the Town of Salem