

**TOWN OF SALEM
ECONOMIC DEVELOPMENT COMMISSION
SPECIAL MEETING MINUTES
TUESDAY, MAY 4, 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 8:02 p.m.

1. PLEDGE OF ALLEGIANCE

2. ADDITIONS/MODIFICATIONS TO AGENDA – *none*

3. APPROVE MEETING MINUTES

M/S/C: Shelley/Fontneau, to approve the April 19, 2021 Regular Meeting Minutes, with the following amendment:

Page 2, Item 8:

M/S/C: Chmielewski/Fontneau, to *nominate Commissioner Shelley 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.

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

4. CORRESPONDENCE – *none*

5. PUBLIC COMMENTS – *none*

6. SALEM BUSINESS AND COVID-19 IMPACT

a. Update from Senator Paul Formica

b. Update from State Representative Holly Cheeseman

Both Senator Formica and Representative Cheeseman were unavailable due to conflicting engagements. Both of the Legislators thanked and commended the Commission for their ongoing efforts to support the community and advocate for the local businesses. Assistance continues to be available for local businesses who continue to struggle due to the pandemic; they are encouraged to contact their offices or visit their websites for information.

c. Update from Salem First Selectman Kevin Lyden

First Selectman Lyden continues to monitor, visit, and support the town's businesses and their respective owners. Chairman Chmielewski expressed his appreciation to the First Selectman for his efforts and the support he offers to the Commission.

7. PUBLIC BLIGHT COMPLAINTS UPDATE

a. 1 NEW LONDON ROAD, SALEM PLAZA

Commissioner Fontneau questioned the legality of the displaying of goods outside of *Statewide Pawn*; he will direct the question to the Zoning Officer.

8. CT OFFICE OF TOURISM

a. EASTERN REGION TOURISM DISTRICT UPDATE – no report

9. EDC BUSINESS & SERVICE DIRECTORY 2021

Commissioner Shelley reported that he has submitted the signed proposal to *The Chronicle*, who has begun selling advertisements for the Directory. He also provided them with all of the respective related materials. The tentative timeline is as follows:

July 2	Commission to provide an alphabetical listing of the town's businesses
August 1	<i>The Chronicle</i> to provide a proof of the Directory
September 1	Directory delivery date

Commissioner Shelley was thanked for his hard work.

10. SENIOR-FRIENDLY / AGE-RESTRICTED HOUSING DISCUSSION

Chairman Chmielewski reported that the development continues to progress; he plans to organize a tour for both the Salem Seniors and Commissioners.

11. PLAN OF CONSERVATION AND DEVELOPMENT (POCD)

A copy of the Economic Development section (Chapter 6) of the POCD will be provided to the Commission for review and discussion.

Commissioner Fontneau stated that a survey gauging the residents' attitudes regarding various matters related to the POCD will be made available and its results will be included in the document. He is proposing that the goals tasked to the town's various boards and commissions delineated in the document be prioritized and that the following goals and priorities be included in the economic development section of the document:

1. Increase the availability and attractiveness of commercial land
 - a. encourage the Planning & Zoning Commission to identify or rezone optimal parcels that are adjacent to State roads for commercial development (priority: EDC, one to three years)
2. Prepare periodic inventories of businesses and services (priorities to be categorized as follows: EDC, one to three years; EDC, three to six years; EDC, six to ten years)

3. Encourage the cooperation of businesses, including home occupation businesses
 - a. analyze clusters of home occupations or cottage industries (priority: EDC, one to three years)
 - b. suggest possible synergies between small businesses and cottage industries
4. Encourage citizen support for local businesses
 - a. support local businesses recovering from COVID-19 by endorsing or applying for available grants or incentives (priority: EDC/Board of Selectmen)

The Commission's input should be provided to the Planning & Zoning Commission within two months. Chairman Chmielewski recommended that the First Selectman be cc'd on their correspondence for any additional input he might have.

12. SALEM BUSINESS OUTREACH AND SUPPORT

a. Electronic Survey (Commissioner Shelley)

Commissioner Shelley reported that the survey has been placed on hold for the time being. The questions related to the Business & Service Directory were deleted and are being reformulated to center around community outreach and any input the businesses might have regarding the Commission. Chairman Chmielewski requested that the Survey be provided to the Commission and cc'd to the First Selectman for review.

b. In-Person Outreach (Commissioner Shelley)

Commissioner Shelley reported that the SBA (Small Business Association) is offering a Restaurant Revitalization Fund (RRF) grant to provide restaurants that have been impacted by COVID-19 with funding; information will be forwarded to the Commissioners.

c. Welcome Packet (Commissioner Fontneau) – no update

13. NEW BUSINESS

The Commission's next meeting will be held on Tuesday, June 1, at 8:00 p.m.

Chairman Chmielewski announced that the Annual Memorial Day Parade and Ceremony will be held on Monday, May 31, at 10:00 a.m. All residents will be invited to march. young marchers are invited to meet on Pratt Road/Morgan Road and adults, floats, tractors, and other vehicles will meet on Hagen Road. Participants are requested to arrive by 9:30 a.m. The Grand Marshals will be Salem Volunteer Fire Company Chief Chip Weston, Sergeant, U.S. Marine Corps, and Gardner Lake Volunteer Fire Company Deputy Chief Joseph Danao II, Lieutenant Colonel (Ret.), U.S. Army. The parade will be followed by a ceremony featuring Keynote Speaker Department of Veterans Affairs Commissioner Thomas J. Saadi, Lieutenant Colonel, U.S. Army Reserve. He proposed the possibility of engaging the Commissioners to help inform the local businesses regarding the parade and distribute flyers to the local businesses.

14. OLD BUSINESS – *none*

15. ADJOURNMENT

**M/S/C: Fontneau/Shelley, to adjourn the meeting at 8:50 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