

Town of Putnam
Economic & Community Development Commission
Meeting Minutes
Conference Room 201
Tuesday, June 13, 2023, 8:30 am

	Meeting opened at 8:23 am
1. Roll Call	Director Carly DeLuca, Chair Paul Grenier, Commission members: Dawn Krasnecky, Doug Taylor, and Recording Secretary Jackie Lefevre. Absent: Commission member Ron Coderre and Vice-Chair Lee Konicki.
2. Approval of Meeting Minutes*	May 9 th : Doug Taylor motioned to approve the minutes, with an amendment: to add to Farmer's Market agenda item under New Business, discussion was also on getting wi-fi at the market, seconded by Chair Grenier, motion approved.
3. Reporting of Expenditures	May 2023 expenditures were reviewed
4. New Business	i. Pocket Parks: 2 additional Maintenance agreements were executed. Leftover plants, from the Union Square project, at the Community Garden, have been adopted and will be planted at the Box Car Museum, parcel by Jewett City Savings Bank. ii. Farmer's Market/Farm to Table: Renee's Working Girl will team up with Farmer's market vendors to host a Farm to Table event, date and time TBD for September 2023. iii. Fee- in-Lieu Grant Application: Director shared a local business paid a substantial fee due to disturbing wetlands. These fees go into a fund and grants can be applied for to enhance, create, or restore wetland areas. Director is working on a grant to support the streambank stabilization project at Simonzi Park. iv. LL Bean: representative from LL Bean has reached out via email to let us know the Bean mobile pop-up shop will be in our area this coming season. Consensus agreed early November would be a good month time. v. Jennerate Maps: company owner has reached out with a flyer providing information on 3 different monetary levels for the print of Town maps/ads etc. Consensus chose the second option - \$ 300 level. This includes a supply of maps; 2"x1" ad on the

	map (design included) and business is highlighted on the map in categorical directory.
5. Old Business	
	i. Strategic Plan: Next items of focus is connecting the Downtown to the shopping plaza by considering the installation of art making a connection. a. CT Main Street: Director met with representative from CT Main Street. Survey questions were asked/answered on various topics focused on the Downtown area. The results of the survey will be available soon and will assist in identifying strengths, weaknesses, etc. ii. Business Retention Gifts: The director consulted with a local Downtown framing shop. The cost per frame was more than anticipated. The shop's owner suggested purchasing frames online and she would assist with matting the pictures. Director also suggested gifting other town businesses.
i. Updates	
	i. Ribbon Cuttings: Simply Soaps ribbon cutting was a success. Next ribbon cutting scheduled for Thursday, June 15th at 5pm at Kluttered Klosets, 174 Providence St. (next to Putnam Supermarket) all are invited. ii. Available Commercial Properties: an updated listing of local Commercial Properties was included in the packet. It was reviewed. iii. Industrial Park Tours: Director has visited 15 I-Park businesses. There are three left. Administrative Assistant will reach out with a second notice to schedule the remaining tours. iv. Trade Name Certificates: updated list was reviewed.
v. Public Participation	None
vi. Adjournment*	Motion by Agency Member Taylor to adjourn, ayes have it motion passed. Meeting adjourned at 8:58 am

Vote required*