

Town of Putnam
Economic & Community Development Commission
Meeting Minutes
Conference Room 201
Tuesday, August 15, 2023, 8:30 am
Join Zoom Meeting:

<http://us06web.zoom.us/j/87923421395?pwd=cEpWT3QrNDVtRm5rejRyRmZidW1CZz09>

	Meeting opened at 8:38 am
1. Roll Call	Director Carly DeLuca, Chair Paul Grenier, Vice-Chair Lee Konicki, Commission member Doug Taylor, and Recording Secretary Jackie Lefevre. Absent: Commission members: Dawn Krasnecky and Ron Coderre.
2. Approval of Meeting Minutes*	June 13 th : Doug Taylor motioned to approve the minutes, as presented, seconded by Vice-Chair Konicki, motion approved.
3. Reporting of Expenditures	July 2023 expenditures were reviewed
4. New Business	i. Farmer's Market: WIFI is being researched to supply to the market. Director recently met with the Market Coordinator to review the market budget. A revised budget was created reflecting a raise in vendor fees for the 2024 season. Unfortunately, the Market Coordinator announced she will be leaving at the end of this season. ii. Community Garden: On Thursday, July 27th, from 5 to 6pm, a representative from Assawaga Farm, an organic farm located in Putnam, was invited to come in and share farming tips and growing information to Community Garden Members and the public. iii. Sustainable CT: Director has been working on this. It is a rating system for towns, whereby awards are bronze, silver and gold.
5. Old Business	
	i. Strategic Plan: The Strategic plan was reviewed. Results from the Downtown Survey, through CT Main Street program, were reviewed. Survey results assist in identifying strengths, weaknesses, etc of the Downtown Area; as well as assist in supporting the Strategic Plan. ii. Business Retention Gifts: Director ordered picture frames and is in the process of locating pictures to

	display in them. They will be given as gifts to the businesses who participate in surveys/interviews. 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 held through the Audubon Society. Land Use Agent Fitzback stated these funds can be applied to enhance, create, or restore wetland areas. Director applied for a grant to support the streambank stabilization project at Simonzi Park.
i. Updates	
	i. Ribbon Cuttings: 12th Dimension's ribbon cutting event went well. The Town Administrator attended the event for the Director. ii. Available Commercial Properties: an updated listing of local Commercial Properties in the packet was reviewed. The director wants to focus next on vacant properties. iii. Industrial Park Tours: The Director provided the listing of I-Park businesses toured. The majority of businesses are doing very well. Common complaint is they are having trouble finding and keeping employees. iv. Trade Name Certificates: There were none in the month of July.
v. Public Participation	None
vi. Adjournment*	Motion by Vice-Chair Konicki, seconded by Agency Member Taylor to adjourn, motion passed. Meeting adjourned at 9:17 am

Vote required*