

**WINDHAM ECONOMIC DEVELOPMENT COMMISSION**  
**Minutes for Monday, January 4, 2016 Regular Meeting**  
Windham Town Hall, 1<sup>st</sup> floor Meeting Room, 979 Main Street, Willimantic, CT

**Voting Members Present:** Bill Hettinger, Pam DeVivo, Robert Horrocks, John McCommas, Victor Funderburk (arr. 7:07pm) **Voting Members Absent:** None **Voting Members Excused:** None. **Guests Present:** Mary Oliver, Windham Arts Program Coordinator **Staff Present:** James V. Bellano, Windham Town Director of Economic Development; Dagmar Noll, Clerk **Public Present:** None.

I. **Call to Order** – Chair Hettinger called the meeting to order at 7:02PM.

II. **Citizens & Delegations Community Comments/Questions** – None.

III. **Review of Minutes** – J. McCommas MOVED to approve the minutes from November 7, 2015, noting that Jim Bellano was not present in the meeting as presented in the minutes. R. Horrocks SECONDED. MOTION PASSED unanimously.

**IV. New Business**

A) **Guest Speaker: Mary Oliver, Program Coordinator, Windham Arts, Designated Regional State Organization, to discuss better coordination between and among local arts organizations.**

M. Oliver presented on the current work of the organization, which is now a DECD sub-agency and covers 22 municipalities. (V. Funderburk arr.). Presentation of Romantic Willimantic Chocolate Festival promotional material. Discussion about coordination between Windham Arts and the Commission and outreach to the public regarding arts events.

B) **Adopt EDC Meeting Schedule for 2016**

Discussion about moving the day of the regular meetings to the second Tuesday of each month. J. McCommas MOVED to approve a regular meeting schedule with the Commission occurring on the second Tuesday of each month. V. Funderburk SECONDED. MOTION PASSED unanimously.

**V. Old Business**

A) **Dates/Location for seCTer meeting**

January 27<sup>th</sup> proposed meeting will likely be moved to February.

B) **Parking Plans**

Update on current status of the parking garage and how it will be operated. How can we move forward? Discussion. Pursue enabling the next step.

C) **Entrepreneur Development Training**

Discussion about who might spearhead a class for people who are looking for an overview on starting a business.

**VI. Economic Development Director's Report**

J. Bellano reported that Sally Millius received a grant for \$32,000 to expand the community gardens at Lauter Park; there is interest in upgrading the jail cells at the Police Department; there is a possible upcoming remediation project at the Knight's Oil building. Discussion about various currently underused locations in Windham. J. Bellano presented a restaurant brochure that will go in the kiosks at the new trail head at Bridge Street. Discussion about Andrew Gutt's concerns as noted in his recent letter to the town.

**VII. Chairman's Report**

None.

**VIII. Other reports/correspondence/announcements**

None.

**IX. Citizens & Delegations Comments/Questions**

None.

**X. Adjourn 9:18pm**

Respectfully submitted by D. Noll, Clerk