



# TOWN of THOMPSON

## ECONOMIC DEVELOPMENT OFFICE

### Minutes: Economic Development Commission

Wednesday, January 20, 2016

Merrill Seney Room, Town Hall, 6:30 P.M.

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- I. Call to Order
  1. Chairman Brian Yacino called the meeting to order at 6:38 PM.
  2. Members Present: JoAnn Hall, Brian Santos, and Brian Yacino. (John Sharpe was present as of 6:40 PM.)
  3. Staff Present: Tina Fox, Recording Secretary  
Mary Ann Chinatti, Director of Planning and Development
  4. Also Present: Ken Beausoleil, First Selectman
- II. Approval of Minutes
  1. December 16, 2015
    - a. **Brian Santos moved and JoAnn Hall seconded the motion to approve the December 16, 2015 meeting minutes.**  
JoAnn Hall- Yes      Brian Santos- Yes      Brian Yacino- Yes  
**The motion carried unanimously.**
- III. Reports
  1. Treasurer
    - a. JoAnn Hall stated that the budget is doing well at \$2,190.76.
    - b. John Sharpe entered the meeting at 6:40 PM.
    - c. Mary Ann Chinatti mentioned that the Finance Director sent out draft budgets to prepare, and asked if the Commission had any increases it would like to make, such as an increase for the Recording Secretary line.
    - d. Brian Santos asked if it is typical to increase the Recording Secretary line each year. Tina Fox answered that she had only been around for one budget season so far, but at the last budget season, all Recording Secretary line items were automatically increased in conjunction with the Union employee increase at 2.5%.
    - e. There was discussion as to whether or not the Commission needed to vote on an increase in the Recording Secretary line if the increase would be automatic anyway.
    - f. **John Sharpe moved and JoAnn Hall seconded the motion to increase the Recording Secretary's salary equal to the Union wages increase at 2.5%.**  
JoAnn Hall- Yes      Brian Santos- Yes      John Sharpe- Yes      Brian Yacino- Yes  
**The motion carried unanimously.**
  2. Update on Businesses in Town
    - a. The Commission discussed various businesses/projects in Thompson such as the Environmental Assessment at the Belding Mill, Dollar General, Dunkin Donuts, and Famous Franks.
- IV. Citizen's Comments Pertaining to Agenda Items: None

## V. Old Business

1. Information Packet- Visiting New Businesses
  - a. The Commission discussed how to reach out to new businesses with the Welcome Letter that they developed. Brian Santos agreed to mail a letter and a copy of the EDC schedule to each new business on a list that Brian Yacino presented.
  - b. The Commission briefly discussed Riverside Pizza as well as the new Monte Bianco restaurant.
2. Thompson Business Association
  - a. Brian Yacino stated that there will be a business expo on March 18<sup>th</sup> at the Knights of Columbus from 6pm-9pm, and that a booth set-up will cost \$35-\$40. He explained that he would like help putting everything together, and that he will reach out to the Commission with more information soon.
3. Business Listings on Website
  - a. Brian Yacino explained that Tina Fox put the Thompson Business Association list of businesses on the website, as the EDC requested.
  - b. Brian Santos asked if there was any new information regarding the website. Ken Beausoleil answered that the website is a work in progress, but it is user-friendly and can be navigated without much of a problem.
  - c. The Commission discussed the possibility/feasibility of having a database of emails to be able to reach out to residents, and/or including correspondence as part of the tax bills that are mailed to all residents.

## VI. New Business

1. The Commission discussed what to include in the next meeting's agenda, which will include developing an identity/brand for Thompson, updates on the Business Expo, and updates on any contact with new businesses.
2. Mary Ann Chinatti agreed to pull some branding suggestions to send to Commission members as examples.
3. Brian Santos stated that he will not be present at next month's meeting.

## VII. Correspondence

1. Trade Name Paperwork from Town Clerk's Office: None

## VIII. Comments by Commission Members: None

## IX. Next Meeting

1. February 17, 2016: 6:30 pm, Merrill Seney Room, Town Hall

## X. Adjourn

1. **Brian Yacino moved and JoAnn Hall seconded the motion to adjourn.**  
JoAnn Hall- Yes      Brian Santos- Yes      John Sharpe- Yes      Brian Yacino- Yes  
**The motion carried unanimously.**
2. Chairman Brian Yacino adjourned the meeting at 7:42 PM.

Tina Fox  
Recording Secretary