



City of Groton
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Groton, Connecticut 06340
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ECONOMIC DEVELOPMENT COMMISSION & TIF ADVISORY COMMITTEE

MINUTES

February 6, 2019
5:30PM - 7:00PM

Agenda:

- I. Call to Order**
 - a. Meeting called to order at 5:33pm
 - b. In Attendance:
 - i. **Commissioners:** Cheryl Auerbach (Chairman), Annemarie Seifert, Vincent Antonelli, Shelby Carlson, and Miles Dull
 - ii. **Liaisons:** Jamal Beckford
 - iii. **Staff:** Cierra Patrick & Dennis Goderre
- II. Introduction**
- III. Minutes Approval**
 - a. January 2, 2019
 1. Motion to accept the minutes of January 2, 2019
 2. Motion: Annemarie Seifert
 3. Second: Shelby Carlson
 4. Decision: 5-0-0
- IV. New Business**
- V. Old Business**
 - a. **FY 2019-2020 Budget**
 - i. Cierra Patrick reviewed FY 2019-2020 budget and noted an increase to include vehicle operations and a cell phone for staff.
 - ii. Motion to accept FY2019-2020 Budget
 1. Motion: Miles Dull
 2. Second: Vincent Antonelli

3. Decision: 5-0-0

b. Possible Endorsement of the City of Groton TIF Master Plan

- i. Dennis Goderre explained the TIF approval process.
- ii. Commission's members voiced a desire to ensure that the community is educated on Tax Increment Financing and how this financial tool will impact and be utilized in the City.
- iii. Mr. Goderre further explained that during the establishment of the TIF policy in both the City and Town of Groton that the public had been educated on the use of Tax Increment Financing in Groton.
- iv. The Commission has agreed to work on marketing the TIF and future projects to the community.
- v. Motion to endorse, by the City's Tax Increment Financing District Advisory Committee and the City Economic Development Commission, the Draft City of Groton joint TIF District Master Plan, dated February 1, 2019 and move said Draft to the Town's Tax increment Financing Advisory Committee for consideration as outlined in the City of Groton Tax Increment Financing Policy, dated September 4, 2018.
 1. Motion: Annemarie Seifert
 2. Second: Shelby Carlson
 3. Decision: 5-0-0

c. Staff Report:

- i. Cierra Patrick provided an update on:
 1. Business Visitation Program:
 - a. Kick off letters have been sent out and visitation scheduling will begin.
 2. Business Support Networks:
 - a. Mr. Patrick meet with the Small Business Development Center Business Advisor Matt Nemeth to learn more about their free tools. Ms. Patrick noted the benefits of tools such as business continuity planning, financial analysis and budgeting, access to capital, and education on going global.
 - b. During business visitations Ms. Patrick will introduce entrepreneurs to local business support services which include the Small Business Development Center, Women's Business Development Council, Ignite, and Score.
 3. Beautification
 - a. Ms. Patrick has identified 9 potential areas for beautification installations. In partnership with a local resident Ms. Patrick will have concept sketches in the coming months.
 4. Branding & Marketing
 - a. Ms. Patrick will be meeting with the Mayor, Groton Utilities Director, and IT Department to discuss the future plans and direction of marketing and communication in the City of Groton.

d. General Discussion:

- i. Business Soft-Cost Grant
 1. The commission would like to review the grant program guidelines and marketing efforts.
 2. Suggestions:
 - a. Feasibility review of grant policy and procedures

- b. Circle back with IT to ensure the program overview and application are uploaded to the City website.
- ii. Commission suggested of having a Planning and Zoning liaison
- iii. The Commission would like to review the zoning regulations, providing officials with input from the business and developer point of view.
- iv. Available property and zoning regulations
 - 1. The recent closure of Garbo Lobster highlighted the need of the Business Visitation program in opening the lines of communication with local business. The Commission, although not knowing the extent to the owner's decision, voiced their dismay of seeing an established Groton business leave and strives to improve the City's business community and environment to support local business. This closure also brought to light land use regulations. The Commission will work with City staff to support development that fit within the City's vision of a coastal village.
- v. Groton Collaboration Working Group:
 - 1. The Town of Groton has put together a working Groton to identify and discover regional economic opportunities that municipalities can work on addressing together.
 - 2. Ms. Patrick and Mr. Goderre will represent the City of Groton in this working group.
- vi. Business Meeting Space:
 - 1. Cierra Patrick mentioned to the Commission the perceived lack of business meeting space that serves food in the City of Groton.
 - 2. Through the Business Visitation Program Ms. Patrick hopes to discover opportunities with local restaurants to meet this need and begin advertising services to combat negative prospection.
 - 3. UConn also noted its available services and space to host business meeting.

VI. Public Comments

VII. Adjournment

- i. Annemarie Seifert moved to adjourn
- ii. Vincent Antonelli Seconded the motion
- iii. The meeting was adjourned at 7:22 PM

Submitted by Cierra Patrick