

Town of Lebanon, Connecticut

Economic Development Commission

7:00PM May 25th, 2011 Regular Meeting Minutes

Lebanon Town Hall

1.0 The meeting was called to order at 7:04PM by Ellen Macauley, Chairperson

Present were Ellen Macauley, Kirsten Westbrook, John Kolar, Jim Smith, and Linda Reed

Chris Warner, Secretary, was absent. Kirsten Westbrook volunteered to take the minutes for this meeting and the commission agreed.

Linda Reed was seated for Chris Warner by Ellen Macauley

2.0 April Meeting Minutes

The April meeting minutes were reviewed and Jim made a motion to accept them as written. Kirsten seconded the motion and it passed unanimously.

3.0 Business of the Month Program

Jim made a motion to table discussion until the June meeting as this item was to be presented by Chris who was absent. John seconded the motion and it passed unanimously.

4.0 Farmers Market Update

Jim made a motion to table discussion until the June meeting as this item was to be presented by Chris who was absent. Kirsten seconded the motion and it passed unanimously.

5.0 Small Business/ Farm Grant Program

Ellen reported that the grant program will be presented at the June 7th selectmen's' meeting for approval. The members discussed the application format and parameters and reviewed the overall proposal.

A motion was made by Ellen to accept the Small Business/ Farm Grant Program as written, with grammatical changes, to be presented to the selectmen for input and approval on June 7th. The motion was seconded by Jim and it passed unanimously.

A motion was made by Jim to accept the grant application as written, with commission input. Linda seconded the motion and it passed unanimously.

6.0 Other/Misc.

Ellen announced that the town was awarded the \$50,000 historic preservation grant. She will be representing the EDC on the committee that is being formed to explore the feasibility of a Village Town Center.

Kirsten presented several state tax credits available to small business owners that may be of benefit to businesses in Lebanon. She will continue to gather information from the CT Dept. of Economic and Community Development. There was discussion of gathering further information for distribution to the public through an information center in town hall as an eventuality. Feasibility and format will be discussed at future meetings.

7.0 Correspondence

Correspondence was received from Barbara Richardson Crouch of the Lebanon Town Finance Department requesting submission of the line items of the EDC budget. Ellen will submit the line item budget numbers which are the same as the numbers previously submitted to the Board of Finance that the Finance Department has requested after the small business/small farm grant program has been presented to the selectmen. The EDC currently has the line item of Farmers Market and approval of the grant program is needed from the selectmen's office before the EDC can change the line item to reflect the money allocated for the grant program.

The EDC received an invitation to attend an American with Disabilities Act compliance seminar from Murtha Cullina, Attorneys at Law, Hartford, CT.

8.0 Public Input

There was no public input at this meeting.

9.0 Adjourn

Jim made a motion to adjourn at 7:55PM. John seconded the motion and it passed unanimously.

Respectfully submitted by:

Kirsten Westbrook

Vice Chairperson EDC