

**ECONOMIC DEVELOPMENT COMMISSION
SPECIAL MEETING**

SEPTEMBER 22, 2008

Chairman Musante called to order the Special Meeting of the Economic Development Commission at 6:00 PM, Shelton Economic Development Corporation, 475 Howe Avenue, Suite 202, Shelton, CT 06484.

The following Commissioners were present to constitute a quorum:

Fred Musante, Chairman
Fred Ruggio
Karen McGovern

Members Absent: Dr. Robert Burlison, Kate Marks

Also Present: Don Coiro, Q Company Communication

MEETING ON TAPE, ON FILE, CITY/TOWN CLERK'S OFFICE (1 TAPE)

APPROVAL OF MINUTES OF AUGUST 19, 2008 REGULAR MEETING:

Commissioner Ruggio moved to approve the minutes of the Regular Meeting held August 19, 2008. Commissioner McGovern seconded the motion. All were in favor. Motion carried.

REVIEW AND UPDATE OF ONGOING PROJECTS:

Community/Business Newsletter

The next newsletter is almost ready to go to press and will be available for Shelton Day on October 5. The committee will meet on October 2 at noon at SEDC. All are welcome to participate.

Clerk will inquire about status of new Art Department Chair appointment in the Shelton school system so that discussion of the annual Art Contest can begin. Plans are to include the finalists' projects in the June 10 newsletter.

Lengthy discussion ensued concerning the quantity and timing of newsletters to be produced this fiscal year. The extra activities of last spring/summer were all consuming. The October newsletter is nearly complete. Would it be detrimental to skip the December issue? Timing during December is critical due to the amount of circulars included with the newspaper. Decision was made to eliminate December. Suggestion was made to issue a total of three newsletters this fiscal year: October, January/February, and June. It is possible we may want to do a special issue. Decision was to leave it open. Discussion will continue at meeting on October 2.

Annual Report

Updated specifications are being prepared. Plans are to go out to bid on printing in December with opening in January.

Flag Day Picnic

Discussion is underway with Barnum Festival Committee to engage their traveling bus of clowns and entertainers as well as a band for Friday, June 12, 2009. There is no cost involved.

Main Event

Nothing has developed yet for this function. It may last minute, with emphasis on welcoming new businesses

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BUDGET REVIEW:

Commissioner Ruggio reported the most recent report from Finance indicates our approved budget of \$78,500, as approved by the Board of Aldermen. This reflects a decreased amount for the Annual Report. This budget should be adequate to fund our programs for the coming year. Commissioner Ruggio suggested it would be wise to determine the printing costs for the Annual Report and plan accordingly. Commissioner Ruggio has analyzed the year end 2007-08 report from the City figures and compared with our figures. To the best of his knowledge, all expenses have been addressed and \$9,481 will be returned to the City.

AREA PROJECTS:

Valley Transit District

Chairman Musante said the State has imposed the \$16,000/month payout of debt that VTD owes.

Long Range Plan

General discussion ensued regarding the importance of following the plan.

ADJOURNMENT:

There being no further business, Commissioner Ruggio moved to adjourn at 6:33 PM. Commissioner McGovern seconded the motion. All were in favor. Motion carried.

Diane Luther

ATTEST: Diane Luther, Clerk
Economic Development Commission

DATE APPROVED BY MEMBERS:

THE NEXT SCHEDULED REGULAR MEETING WILL BE HELD ON OCTOBER 21, 2008 AT 6:00 PM, AT THE OFFICE OF SHELTON ECONOMIC DEVELOPMENT CORPORATION.