



# TOWN OF MIDDLEBURY

## Economic Development Commission

**Regular Meeting Minutes, Monday, March 28, 2022 6:30 p.m.**  
**Shepardson Community Center, Room 26**  
**(approved)**

**Present:** Chairman Terrence McAuliffe  
Commissioner Nicole Griffin  
Commissioner Frank Mirovsky  
Commissioner Anthony Minchella  
Commissioner Mark Petrucci

**Also Present:** Jesse Langer

**Absent:** Commissioner David Cappelletti  
Commissioner Armando Paolino

### **CALL TO ORDER**

The meeting was called to order at about 6:35 pm with roll call and pledge of allegiance by all.

### **Approval of minutes of Feb. 28, 2022 meeting.**

Frank Mirovsky MOTIONED to approve the minutes, SECOND by Nicole Griffin and unanimously voted.

### **ARCHITECTURE REVIEW – 1582 Straits Turnpike – Peter Amara**

The subject building was previously reviewed June 14, 2021, and approved by the commission with a letter sent to P&Z. Subsequently, at the March 3, 2022 P&Z meeting, a site plan revision was filed and an architecture review requested.

According to P&Z minutes, and according to an E-Mail by applicant Peter Amara, "Based on material costs and the potential tenants, we decided to change the look of the building to be more "medical" in nature. The exterior colors will be a mix of white and neutral warm gray, black window frames and standard Solarban 60 Low-E gray glass. (Please note, the building footprint stayed exactly same)." In the P&Z minutes it was noted that an external stairwell was moved twelve feet.

Mr. Amara did not attend this review, although he had committed to attending. Chairman McAuliffe told commissioners he had brought the revised rendering of

the building, as well as the one presented June 14, 2021. He told commissioners there was likely enough information available to make a decision, and the review proceeded using those renderings and the notes from P&Z. During the review, the commissioners agreed the external reskinning of the building remained a good fit for the area in which it would be located and resembled the look of the nearby Subaru dealership.

At the conclusion of the review process, a MOTION was made by Anthony Minchella, SECOND by Mark Petrucci and unanimously voted to recommend the proposed building redesign.

## **NEW BUSINESS**

2022 Business Survey. Chairman McAuliffe said he wanted to conduct a follow-up to the Business Survey last conducted in 2017. Commissioners reviewed the letter sent in that survey and also the results of the survey, as presented to the Board of Finance in October 2017.

There was a lengthy discussion on the survey and on various ways of conducting it and following-up. To be decided would be the method used for the survey and the questions to be asked. MOTION by Terry McAuliffe to form a subcommittee to develop and execute a follow-up survey to our 2017 business survey, co-chaired by Anthony Minchella and Nicole Griffin, to report at the next meeting on what they think we should do, and guide us so we can get the survey out before July 1, SECOND by Nicole Griffin and unanimously voted.

## **OLD BUSINESS**

None

## **REPORTS**

Chairman McAuliffe said he asked Frank Mirovsky to use this agenda item to report on meetings and reports from EDC-oriented governmental agencies. Mr. Mirovsky mentioned Yankee Institute, DECD, and CCM. He said these organizations published useful information on towns and economic matters. Chairman McAuliffe showed an annual update report from AdvanceCT showing capital improvement grants and initiatives. He said there were numerous such reports, with much valuable information, but it was difficult to find the nuggets pertinent to Middlebury.

## **DISCUSSION**

**Research:** not discussed

**Website:** Chairman McAuliffe demonstrated the EDC portion of the town website, commenting that the previous standalone EDC website had been incorporated during 2021. He asked the commissioners to review it and critique.

**Development Guide:** Chairman McAuliffe said he was updating the Development Guide last published in August 2020 and would restock it in the land use and other town offices. The guide is also available online in the EDC portion of the town website. Commissioners also discussed the attributes of Middlebury and marketing possibilities.

**Promotional Video:** Commissioners agreed a video was a desirable thing, although the cost and production was beyond EDC's current budgeting. Chairman McAuliffe said EDC should focus on the purpose of the video. Anthony Minchella emphasized showing the beauty and location of the town from the air.

## **PUBLIC COMMENT**

None.

## **ADJOURNMENT**

Anthony Minchella MOTIONED to adjourn, SECOND by Frank Mirovsky and unanimously voted at about 8:00 pm.

Respectfully submitted,

Terrence McAuliffe

Chairman—Economic Development Commission

cc. Town Clerk, Commission Members