



TOWN OF MIDDLEBURY

Economic Development Commission

Regular Meeting Minutes, Monday, October 24, 2022 6:30 p.m.
Shepardson Community Center, Room 26
(approved)

Present: Chairman Terrence McAuliffe
Commissioner Jesse Langer
Commissioner Frank Mirovsky
Commissioner Armando Paolino
Commissioner Mark Petrucci

Also Present:

Excused Commissioner Nicole Griffin

Absent: Commissioner David Cappelletti

CALL TO ORDER

The meeting was called to order at about 6:34 pm with roll call and pledge of allegiance.

APPROVAL OF MINUTES

Mark Petrucci MOTIONED to approve the September 26, 2022 Regular meeting minutes, SECOND by Frank Mirovsky and unanimously voted.

OLD BUSINESS

Oct. 17 Survey subcommittee report

Mark Petrucci, Armando Paolino and Chairman McAuliffe, who met Oct. 17 for about an hour, discussed the raw comments from the 2022 survey and how they should be categorized into Strengths, Weaknesses, Opportunities or Threats. They agreed on comments that should be put in the report, ones that shouldn't be included, and some that didn't matter or weren't pertinent.

2022 Business Survey Draft Report

Chairman McAuliffe distributed a draft of the 2022 Business Survey Draft Report. He reminded the commissioners that the survey itself was essential a repeat of the

survey done in 2017, and the draft survey report was similar to the survey report done in 2017, but with some reordering of topics. He then left the room after giving them about 15 minutes to highlight areas of discussion.

The next hour was spent discussing the survey comments and deciding on how they should be included in the report. Some considerations included the tone of the report, the aggregation of similar or related comments, and a way of conveying whether comments came from one, a few, or many sources.

Chairman McAuliffe agreed to produce an electronic second draft of the report and send it to the commissioners by October 31 for a possible Special Meeting review November 7 to discuss and resolve remaining issues for a third draft or for a final publication.

Once published, a slide presentation will be constructed for explaining the survey results to the Board of Selectmen, Board of Finance, Planning and Zoning, and WPCA, as was done in 2017.

Research on surrounding towns EDCs

David Cappelletti was not present for a report.

Reports

Frank Mirovsky agreed to hold the reports until the next regular meeting.

Promotional Video

Chairman McAuliffe brought up a suggestion by Armando Paolino to meet with the dean of the business school at Post University to possibly arrange for student or graduate projects to work with EDC on a follow-on survey and a promotional video. Mr. Paolino agreed to discuss the matters and arrange a possible meeting.

ADJOURNMENT

Frank Mirovsky MOTIONED to adjourn, SECOND by Armando Paolino, and unanimously voted at about 7:53 pm.

Respectfully submitted,

Terrence McAuliffe
Chairman—Economic Development Commission
cc. Town Clerk, Commission Members