



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Economic Development Commission

Wednesday, April 24, 2024

5:30pm

Main Meeting Room

REGULAR MEETING AGENDA

Call to Order

- 1) Minutes of December 20, 2023
- 2) Housekeeping Items
 - a. Selection of Chair (current: vacant)
 - b. Selection of Vice Chair (current: Tom)
 - c. Liaison/Committee Appointments:
 - i. Zoning (current: Ron)
 - ii. Design Review (current: vacant)
 - iii. Sustainability Sub-Committee Representative (current: vacant)
 - iv. DEI Council (current: Tom)
 - v. Development Projects (current: Tom)
 - vi. Business Development Incentive Committee (current: Tom)
- 3) EDC Liaison to Simsbury Housing Policy Advisory Committee
- 4) EDC Liaison to POCD Plan Implementation Committee
- 5) Discussion on Vision of Economic Development Committee



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Economic Development Commission Regular Meeting Minutes

Wednesday, December 20, 2023 at 5:30pm
Main Meeting Room, Town Hall

Call to Order

The meeting was called to order at 5:32pm. Commission members Brooke Freeman, Matthew Arthur, Matthew Natcharian, Caroline Meckel and Charmaine Seavy were present. Staff members in attendance included: Lee Erdmann, Interim Town Manager and Thomas Fitzgerald, Acting Deputy Town Manager.

1) Minutes of April 26, 2023

The minutes of April 26, 2023 were approved by consensus.

2) Housekeeping Items

- a. Introduction of new members
All members present and staff introduced themselves to the group.
- b. Selection of Chair for December 2023 – October 2024 (current: vacant)
No action taken at this time, it was agreed upon to take this up at the next regularly scheduled meeting.
- c. Selection of Vice Chair for December 2023 – October 2024 (current: Tom)
No action taken at this time, it was agreed upon to take this up at the next regularly scheduled meeting.
- d. Liaison/Committee Appointments for December 2023 – October 2024
No action taken at this time.
- e. 2024 Regular Meeting Schedule
After brief discussion it was agreed to accept the draft schedule as is. Ms. Seavy made a motion, Mr. Natcharian seconded, and all approved the 2024 regular meeting scheduled as presented.

Adjournment

The meeting adjourned at 5:50pm.

Respectfully submitted,

Thomas Fitzgerald
Acting Deputy Town Manager

RESOLUTION 2024-01

(Establishing the Simsbury Housing Policy Advisory Committee)

Introduced by First Selectman Mackstutis

WHEREAS, the Town of Simsbury, as many municipalities within the State of Connecticut, faces a growing demand for housing at all price-points, amidst sharply rising housing costs which have made the affordability of housing a chief policy concern of state and local governments; and

WHEREAS, the Governor of the State of Connecticut, has made housing a priority for all municipalities, calling it a critical factor in helping grow the state's economy; and

WHEREAS, the State of Connecticut has mandated local governments to address this issue by way of formulating an Affordable Housing Plan, which the Town of Simsbury completed and adopted in 2021, which called for the formation of a committee on Affordable Housing; and

WHEREAS, the Board of Selectman established the Diversity, Equity & Inclusion (DEI) Council which, in turn established a Housing Subcommittee on April 26, 2021, which was approved by the Board of Selectmen; and

WHEREAS, the Board of Selectmen recognizes the work of the DEI Housing Subcommittee, and in order to recommend actionable change, bring together policy makers and community members, and in order to provide for greater administrative and executive support to this important work; and

WHEREAS, The Town of Simsbury included a primary goal of providing for a range of housing choices for people of all ages and economic circumstances in the newly adopted 2024 Plan of Conservation and Development (POCD) which endorses the action step of establishing this focused group; and

WHEREAS, the Board of Selectmen, in establishing the Housing Policy Advisory Committee, wishes to provide clear guidance relative to the purview, timeline and objectives of the Committee,

NOW THEREFORE

BE IT RESOLVED, that the Board of Selectmen hereby establishes and creates Simsbury's Housing Policy Advisory Committee pursuant to Town Charter Section 403, which shall be comprised of nine members; one each from the Board of Selectmen, the Board of Education, the Board of Finance, the Planning Commission, the Zoning Commission, the Economic Development Commission, the DEI Council, the Aging & Disability Commission, and the Town Manager who shall serve as administrative chair. That the First Selectman, pursuant to Town Charter Section 411, shall be an ex-officio member; and be it further

RESOLVED, that the Chairs, and Co-Chairs, of the above-named Boards shall notify the Town Manager of their respective appointments within thirty days of the adoption of this Resolution; and be it further

RESOLVED, that the Committee shall undertake a review of the various strategies discussed in the interim report on housing development strategies, proposed housing related tasks in the POCD, as well as, the findings of the DEI Housing Subcommittee, and shall report out to the Board of Selectman on its preferred recommendations for legislation or policy no later than December 31, 2024; and be it further

RESOLVED, that the Housing Policy Advisory Committee shall, in accordance with the Town Charter, sunset effective at the end of the current term of the Board of Selectman, December 1, 2025, unless renewed and reauthorized.

MOTION MADE BY SELECTMAN BEAL, SECONDED BY SELECTMAN YEISLEY

	Aye Nay
First Selectman Mackstutis	Aye
Deputy First Selectman Antonio	Aye
Selectman Beal	Aye
Selectman Goetz	Absent
Selectman Looney	Aye
Selectman Yeisley	Aye



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Office of Planning and Community Development

April 3, 2024

Dear Board and Commission Chair:

The Planning Commission adopted the 2024 Plan of Conservation and Development (POCD) on November 28, 2023 with an effective date of January 1, 2024. It is the Commission's ongoing charge to review and regularly maintain the document. In order to continually assess and manage the progress of the implementation of the Plan, the Planning Commission has established a Plan Implementation Committee. The Commission is asking you or a member of your Board/Commission to be a member of this Committee.

The Committee is made up of eight (8) members:

Planning Commission (2) (A PC member would Chair the committee)
Zoning Commission (1)
Town Administration (1)
Board of Selectmen (1)
Conservation Commission (1)
Affordable Housing Committee (1)
Economic Development Commission (1)

The value of the Plan Implementation Committee is to act as a type of cross-departmental, cross-commission communication clearinghouse, encouraging accountability and information sharing. The primary role of the Committee would be to assess, review, and coordinate implementation of the policy recommendations and action steps contained in the Plan. Each member would effectively be a liaison between their board or organization and the Plan Implementation Committee. Individual responsibilities would include reporting activities, prioritization guidance, cross-communication, and progress accountability based on assigned tasks.

The Plan Implementation Committee would meet on a quarterly basis and as necessary, over the course of the ten-year plan period. The implementation of the POCD is an important activity for the future of the Town of Simsbury in order to guide those actions prioritized by the community.

Please respond with the name of the member who will represent your Board/Commission to myself at eleavitt-smith@simsbury-ct.gov or to George McGregor, Planning Director at gmcgregor@simsbury-ct.gov no later than May 15, 2024.

Sincerely,

Erin Leavitt-Smith

Chair, Simsbury Planning Commission

Telephone (860) 658-3245
Facsimile (860) 658-3206

An Equal Opportunity Employer
www.simsbury-ct.gov

8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Thursday
8:30 - 1:00 Friday