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6 **Economic Development Commission**  
7 **Special Meeting Minutes**  
8 **September 19, 2011**  
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12 **Members Present:** Richard Nunn, Chairman  
13 Mark Gingras  
14 Joseph Mirra, Vice-Chairman  
15 Rosemarie Preneta  
16 Jim Wolfe

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18 **Members Absent:** Tom Collette  
19 Gary Fappiano

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21 **Others Present:** Doreen DeSarro, Bus. Recruiter  
22 Don Roe, Ec. Dev. Coord.  
23 Lynn Wolff, Secretary  
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25 Chairman Dick Nunn called the meeting of the Economic Development Commission to order at 6:05  
26 p.m.  
27

28 **1. Discussion and Possible Action on Tax Assessment Agreement with Workstage**  
29 **Connecticut, LLC**

30 Don Roe distributed a draft cover letter to the Town Council along with the proposed tax  
31 assessment agreement for members to review. Don said Workstage has indicated an interest in  
32 having this agreement finalized before the next Grand List, October 1. Rosemarie Preneta said that  
33 the Retention & Incentives Subcommittee is in favor of this agreement. After discussion about  
34 some of the points within the agreement, **Mark Gingras made a motion to forward to the Town**  
35 **Council the tax assessment agreement between Workstage and the Town; Jim Wolfe**  
36 **seconded the motion. By unanimous vote, the motion carried.** Members next discussed the  
37 draft cover letter. It was agreed to add a sentence to the first paragraph stating that the Town  
38 Council approved the latest extension in January 2010. **Mark Gingras made a motion to accept**  
39 **the letter to the Council with the addition of a sentence in the first paragraph stating when**  
40 **the Program was extended; Jim Wolfe seconded the motion. By unanimous vote, the motion**  
41 **carried.** *Staff will submit the letter and agreement to the Mayor's Office on Tuesday for inclusion in*  
42 *the next Council agenda packet.* The EDC briefly discussed preparations for the Town Council

43 meeting. Several members agreed to attend the September 27 meeting: Mark Gingras, Joe Mirra,  
44 Dick Nunn and Rosemarie Preneta. Jim Wolfe will check his availability. *Dick Nunn asked that*  
45 *Gary Fappiano and Tom Collette be contacted to ask about their availability as well.*

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47 **There being no further business, Joe Mirra made a motion to adjourn the meeting at 6:55**  
48 **p.m.; Mark Gingras seconded the motion. By unanimous vote, the motion carried.**

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Sincerely,

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Lynn M. Wolff, Secretary

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Attachment

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