



Town of Marlborough  
Economic Development Commission  
Regular Meeting  
April 20, 2023 7:00 PM

**Meeting Minutes**

**1. CALL TO ORDER:** Chair Jillian LaCaresse called the meeting to order at 7:03 PM. Present and seated were Jillian LaCaresse, Benjamin Maynard, Mike Chotkowski, Jeremy Vigneault and Peter Hughes. Also present was Barbara O'Brien and Mark Paul.

**2. PUBLIC COMMENTS:** None

**3. UPDATES:**

i. Town Center Properties Update

- Peter Hughes advised that 3 Fellas canopy on the new building is going to be very long. Their goal is to have the pizza restaurant, convenience store, and gas station up first then fill the other tenants. The 96-apartment, 2 building project has been approved and they need to submit final plans. They need to present the final design for the sewer to WPCA. They are also working on the fire protection plan. There will be a lot of sitework, and the first building should be done in a year.
- The town will be extending the sidewalks on North Main Street to Lake Road and Chapman Road.
- There was a pre-application meeting for 52 condo units on North Main Street. This proposed application will be a 2-step process – zoning change with a detailed concept plan, then come back to zoning to extend the water main 1800 feet down the road. So far there has been a lot of discussion with mixed opinions.
  - A self-storage project has been approved for a specific property in town. There was an inquiry about putting additional storage units on town-owned property. Mr. Hughes advised that the town will not allow that type of project.
  - The solar farm has been approved at the rear of the commons.
  - Mr. Hughes has not had any recent conversations with Mr. Schwartz in a while.
  - The Sustainable CT project is ongoing. The goal is to get local businesses on the website with a map at no cost to the business. The town needs to create a flyer. Completion date is August 15, 2023.

**4. NEW BUSINESS:**

i. Sustainable CT – EDC participation

Mr. Hughes is looking for participation from EDC. Mark Paul was in attendance as a member of the planning committee. The plan is to visit all businesses in town. Mr. Paul advised that the list of businesses was updated last week, and some will need to be eliminated. The goal is to get the businesses on the tourism list.

*Minutes are considered draft until approved.*

- ii. Review draft of updated Commission ordinance  
Ms. LaCaresse proposes a change to the ordinance by combining other commissions (Arts & Cultural and Beautification) with EDC to create the “Economic and Community Development Commission”. The new commission will include the use of town property not under Parks & Recreation (ex. use the Town Green for a farmers’ market). The new commission will be a 7-person board with 3 alternates, and she would like to see the creation of sub-committees. Ms. LaCaresse will speak to the BOS to review the draft changes and then to a public hearing. She will provide an update at the next regular meeting.
- iii. Goals for 2023  
Ms. LaCaresse hopes that the EDC will have its own page on the town website up and running by the fall. She would like to see links to local businesses and have a community event between Marlborough Day and the town green fireworks.
- iv. Upcoming ‘attendance pledge’ from BOS  
Ms. LaCaresse was notified of the pledge from the BOS. Ms. O’Brien advised that this requirement is stated in the charter.

## **5. OLD BUSINESS:**

- i. Approve old minutes prior to 2023

Mike Chotkowski made a motion to approve the minutes of the September 18, 2019 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Jeremy Vigneault made a motion to approve the minutes of the October 16, 2019 regular meeting. Benjamin Maynard seconded the motion. Mike Chotkowski and Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the November 20, 2019 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Jeremy Vigneault made a motion to approve the minutes of the January 15, 2020 regular meeting. Benjamin Maynard seconded the motion. Mike Chotkowski and Jillian LaCaresse abstained. All were in favor; the motion was passed.

Jeremy Vigneault made a motion to approve the minutes of the May 20, 2020 regular meeting. Benjamin Maynard seconded the motion. Mike Chotkowski and Jillian LaCaresse abstained. All were in favor; the motion was passed.

Jeremy Vigneault made a motion to approve the minutes of the September 16, 2020 regular meeting. Benjamin Maynard seconded the motion. Mike Chotkowski and Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the January 20, 2021 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the April 21, 2021 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the May 19, 2021 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the June 16, 2021 regular meeting. Benjamin Maynard seconded the motion. Jeremy Vigneault and Jillian LaCaresse abstained. All were in favor; the motion was passed.

Jeremy Vigneault made a motion to approve the minutes of the September 15, 2021 regular meeting. Benjamin Maynard seconded the motion. Mike Chotkowski and Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the October 20, 2021 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the November 23, 2021 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the January 19, 2022 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the March 16, 2022 regular meeting. Jillian LaCaresse seconded the motion. All were in favor; the motion was passed.

Jillian LaCaresse made a motion to approve the minutes of the June 16, 2022 regular meeting. Benjamin Maynard seconded the motion. Mike Chotkowski abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the August 18, 2022 regular meeting. Benjamin Maynard seconded the motion. Jillian LaCaresse abstained. All were in favor; the motion was passed.

Jillian LaCaresse made a motion to approve the minutes of the December 27, 2022 regular meeting. Jeremy Vigneault seconded the motion. Mike Chotkowski and Benjamin Maynard abstained. All were in favor; the motion was passed.

Mike Chotkowski made a motion to approve the minutes of the January 19, 2023 regular meeting. Jillian LaCaresse seconded the motion. All were in favor; the motion was passed.

**6. OTHER BUSINESS:** None

**7. APPROVAL OF MINUTES:**

Mike Chotkowski made a motion to approve the minutes of the February 16, 2023 regular meeting. Jillian LaCaresse seconded the motion. Jeremy Vigneault abstained. All were in favor; the motion was passed.

**8. ADJOURNMENT:** Mike Chotkowski made a motion to adjourn the meeting at 7:50 PM. Benjamin Maynard seconded the motion. All were in favor; the motion was passed.

Respectfully submitted,

Jennifer Magro  
Board Clerk