



Milton Economic Development Committee
Meeting Minutes – 1-14-2016
WBOC Conference Room - 5:30 PM
1 The Square, Milton

1. The meeting came to order at 5:35 PM.

2. The following people were in attendance:

Committee Members:

- Mike Clark
- Michela Coffaro
- Steve Crawford
- Bob Howard
- Council Liaison – Councilman Kanakos
- Melody Booker-Wilkins – Economic Development Director for Sussex County
- Lou Colon - Visitor

3. The agenda was agreed to as published.

4. The minutes of the 12/10/15 meeting were presented and approved.

5. Announcements -

Bob Howard reminded the members of the Jan 20th Council Meeting with the EDC to discuss:

- The EDC budget
- Sustainability activities
- Water taxi proposal

Michela Coffaro requested that the issue of meeting attendance be addressed

Steve Crawford announced that effective March 1st he will be resigning from the EDC to pursue town improvement activities as a private citizen working with other Milton citizens.

6. Old Business Items:

6.1 Status on Development of a Proposed Economic Plan –Bob Howard presented a draft outline of a proposed Economic Development Plan that was reviewed in the meeting. The proposed focus of the plan is to identify growth areas, desirable growth, town incentives and cost benefits related to the Town Center, Peripheral Commercial (outside town center), residential and light industrial.

Further it will identify potential assistance in the form of grants, county and state programs. In addition, it will identify a path forward in the form of an implementation plan.

Lou Colon, who has vast experience with economic development, offered suggestions on how to get this plan initiated using previous studied and other available information. He stressed the need for the Economic Development Plan to include an implementation section.

Melody Booker-Wilkins, who is the Sussex County Director of Economic Development and who was invited by Bob Howard to attend, provide information on many opportunities from the County that can be used to support this effort. She provided her background information and explained how Sussex County is ramping up its effort to support economic development.

She explained that the County works closely with the Delaware Economic Development Office (DEDO) and that DEDO has a wealth of information to support this effort, including the development of a database for commercial properties as well as launching 2 websites that will provide information about the economic growth opportunities in Sussex County. She provided a contact in DEDO for the commercial property database which Steve Crawford will follow up on.

Melody offered to come back and provide support when requested.

6.2 Status Sustainability Subcommittee – Michela Coffaro reported that there was sustainability information shared with Council at the Jan 4th meeting and as a result sustainability will be further discussed at the Jan 20th meeting with Council. Councilman Kanakos said that the expenditure of the \$1,000 for sustainability would be a topic for discussion at the meeting.

Bob Howard stated that towns along the Atlantic coast were passing resolutions against offshore oil exploration. He explained how the testing is performed and the resulting impact to the environment and marine wildlife. He asked the committee to support a request to Council for a resolution by them against offshore testing. He presented a draft resolution, a vote was taken and a request to Council will be sent to them.

Michela suggested that a “How Green is My Town” handout be available for the upcoming Council meeting.

Michela also presented information about the impact of plastic bags and other plastic material to the environment, particularly in the waterways, bays and ocean.

Bob said that the Sustainability Subcommittee was considering manning an information booth at this year’s Horseshoe Crab Festival.

6.3 Status Signage Project – Alex Donnan was not in attendance so there was no update on this project.

6.4 Status of Creation of Commercial Property List – Steve Crawford reported that he sent a draft of a spreadsheet to John Collier for his review and is waiting for a response.

6.5 Status of Request for Council Directive to Investigate Boat Dock Effort for Water Taxi Service

– Bob Howard said that a letter was sent to Council and that this initiative will be discussed at the Jan 20th Council meeting with the EDC.

6.6 Status of EDC Ambassador Role Implementation – Steve Crawford reported that he sent a revised document to Kristy Rogers and John Collier for their review. The revision replaced the word ‘advisor’ with the word ‘ambassador’. He is waiting to hear back so that John might attend an EDC meeting to start the implementation process.

7. New Business: No new business

The next meeting is scheduled for **Thursday, February 11 at 5:30** in the WBOC Conference Room.

Adjournment – The meeting was adjourned at approximately 7:05 PM

Respectfully submitted,

Steve Crawford

Action Items from 1-14-16 Meeting

- **Michela Coffaro/Bob Howard – Sustainability Subcommittee Council Update**
- **Alex Donnan – Status of Signage Project Status**
- **Steve Crawford – Commercial Property Inventory Status**
- **Bob Howard –Water Taxi Service Status**
- **Bob Howard/Jim Crellin – Economic Plan Status**
- **Steve Crawford –EDC Ambassador Role Status**