

ECONOMIC DEVELOPMENT COMMISSION  
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Vinnie Scarlata  
*Chairman*  
Saleh "Sal" Hanaif  
*Vice Chairman*  
Keith Murray  
*Secretary*  
Gregg Seccombe  
*Treasurer*

Vacant  
*Executive Director*

## MINUTES

### SPECIAL MEETING, THURSDAY, JANUARY 24, 2013 ERLINGHAUSER ROOM 7:00 PM

The Economic Development Commission held a Special meeting on Thursday, January 24, 2013. The meeting began at 7:00 P.M.

Roll call:

Vincent Scarlatta	present
Sal Hanaif	absent
Greg Seccombe	absent
Terri Goldson	present
Keith Murray	present
Dan Bogen	absent
Dave Cassetti	present
Bart Flaherty	present
Horace Behrle	absent

5 present, 4 absent

Mr. Scarlata opened the meeting at 7:00. The meeting began with the pledge of allegiance to the flag. Mr. Scarlata passed out copies of the job description for the Economic Development Director. The Commission reviewed the description. Mr. Murray suggested that they remove any mention of the redevelopment corporation because it's over ten years out of date. There was a discussion regarding the residency requirement and belonging on the Commission. This is a Charter issue. Mr. Flaherty then went back to the job description. He stated that there is no mention as to whether or not the position would be a union or non-union position and if this was going to be a 40-hour a week position. He then asked about the vacation schedule. Is it going to be the union vacation schedule or is it going to be the non-union vacation

schedule. He stated that this needs to be clarified. He added that there is nothing stating that the Director needs to interact with the public and seek input from the general public as to policy and direction as well. He then added that the Director should be able to use and create a Power Point presentation. Mr. Murray stated that he would like to have a copy of a writing sample at the time of the application. Mr. Murray then stated that he would like to see some specifics regarding the various programs (the loan program, the tax incentive program, the grant program) that we are working on and the updating and maintaining of the website, be included in the job description. The job description will be forwarded to the Personnel Department. Mr. Scarlata stated that there is a large amount in the description dealt with Fair Housing. He further explained that he didn't feel that this should be part of the Economic Development Director position. The members agreed with him. Mr. Scarlata stated that when he spoke to the Mayor, he was told that the position would be a salaried non-union position with a one or two year evaluation period. There is not a definitive salary at this time. This position will be more like a contractor; it won't be an employee at large either. Mr. Goldson questioned what it meant that the Director would have to report regularly to the Commission. He asked if that could be specified that the Director be required to report monthly to the Commission and attend the Economic Development monthly meetings.

Mr. Scarlata then told the members that there is a party that is interested in opening up a Spanish Bakery and Coffee Shop and another person is interested in opening an ice cream shop near the same location. Libby Meisner also is expanding her space for Crave.

Mr. Murray made a motion to adjourn. Mr. Goldson seconded the motion. All were in favor of the motion.

The meeting ended at 8:00.

Respectfully submitted,

Carol Sardinha  
Secretary