

Ordinance #66 – Economic Development Commission
Originally Effective December 6, 1989
As Amended and Effective on September 30, 1995

Section 1. Statutory Authority

Pursuant to Sec. 7-136 of the Connecticut General Statutes, as amended, the Legislative Council of the Town of Newtown hereby creates an Economic Development Commission, hereinafter referred to as the Commission, for the promotion and development of the economic resources of the town.

Section 2. Purpose

It is the purpose of this ordinance to establish an Economic Development Commission for the Town of Newtown which will seek to implement orderly and planned economic development while always keeping in mind the character of the town. The Commission will seek to involve all the agencies, commissions, boards and departments in Newtown which are involved in, or are affected by, economic development as well as the people of the town in their work to promote economic development.

Section 3. Membership and Terms of Office

The commission shall consist of **nine** members who are electors of the Town of Newtown appointed by the First Selectman with the approval of the Board of Selectmen. The members shall serve terms of (3) years with the initial appointments staggered so that the terms of two (2) members shall expire after one (1) year, three members after two(2) years and two (2) after three (3) years. No person shall be appointed to more than two (2) consecutive full terms. For the purposes of this ordinance, a full term shall mean appointment for a three year term. Any vacancy in the membership of the Commission shall be filled for the unexpired portion of the term by the First Selectman with approval of the Board of Selectmen. Minority representation shall exist as described in Sec. 4-20 in the Charter of the Town of Newtown.

This ordinance shall be administered as such manner as to insure that no more than three members of the Commission shall have their term expire in any one calendar year.

Section 4. Compensation

The members of this commission shall serve without compensation as such but may be reimbursed for their necessary expenses incurred in the performance of their official duties. The commission may appoint and remove a clerk as it may need for the performance of its duties, who's salary shall be fixed by the commission within its appropriation by the Town of Newtown.

Section 5. Powers and Duties

- a) The Commission shall conduct research into the economic conditions and trends in Newtown.
- b) The Commission shall prepare a Strategic Plan of Economic Development for the Town of Newtown and shall update such plan at least every five years. This plan shall be prepared by a committee appointed by the Commission consisting of members of the Commission, town boards and commissions affected by or involved with development, as well as members from the public at large. Such plan shall be approved by the Legislative Council following a public hearing.
- c) The Commission shall maintain an up-to-date inventory of all industrial, business and commercial land, both developed and not developed as well as unused public land. Vacant industrial, business, and commercial real estate shall be inventoried in as current a manner as possible.
- d) The Commission may conduct public opinion surveys for the future use of land in Newtown.
- e) The Commission shall make recommendations to appropriate local, regional, State and Federal officials and agencies, boards and commissions regarding action to improve the town's economic condition and development, including the Town Plan of Development.
- f) The commission shall consult with and advise appropriate departments and land use agencies on all phases of current business and industrial development in Newtown.
- g) The Commissions shall seek to act as liaison to organized private groups with respect to economic development.
- h) The Commission may advertise and may prepare, print and distribute books, maps, charts, and pamphlets; and may collect, compile and disseminate information relative to the natural, economic and other resources of the Town of Newtown which will further the official purposes of the Commission.
- i) The Commission shall study and investigate the conditions affecting existing Newtown industry, business and commerce and encourage and promote the preservation, expansion, and development thereof within the Town of Newtown.
- j) The Commission shall take active steps to promote, encourage and induce desirable industrial, business and commercial firms to locate in Newtown.
- k) The Commission may request from time to time such assistants, experts, technicians and professionals help deemed necessary for the conduct of its work, which expenses will be kept within the limits of any appropriation of funds made by the Town of Newtown. In addition, the Commission shall be involved in the selection of the individual(s) as requested.

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Section 6. Meeting and Reports

- a) The Commission shall meet monthly at least ten (10) times per year and at such other times as the Commission may determine. A chairman, vice chairman, and secretary shall be chosen and the commission is empowered to adopt rules and regulations for putting into effect the provisions of this ordinance, which rules and regulations shall not be inconsistent with the provisions thereof. Such rules and regulations shall be filed with the Town Clerk.

- b) The Commission shall annually prepare and transmit to the Legislative Council and to the Board of Selectmen a report of its activities and of its recommendations for improving the economic condition and development of the Town of Newtown. Such reports shall be due on the 1st day of October in each year. Other reports may be requested from time to time by the Board of Selectmen or by the Legislative Council.

Section 7. Receipt and disbursement of Funds, etc.

- a) All funds received by the Economic Development Commission from any source
- b) other than a specific gift or bequest shall be placed in the custody of the Treasurer of the Town of Newtown to be held, administered and disbursed by him as part of and through the Town of Newtown General Fund.

The Town Economic Development Commission shall authorize the disbursement of all funds appropriated by the Town of Newtown for purposes of economic development by endorsement of its approval on all invoices and bills thereof.

- c) All funds received by the Economic Development Commission from a specific gift or from a specific bequest shall be placed in the custody of the Treasurer of the Town of Newtown and shall be kept by him in an account which shall be known as the Newtown Economic Development Commission Fund, which account shall be separate and distinct from all other town accounts.

Disbursements from the Newtown Economic Development Commission Fund shall be made on order of the Economic Development Commission only, in compliance with the Terms of the specific gifts or bequests which make up the fund. All check drawn on the Fund shall be Signed by both the Chairman and Secretary of the Economic Development Commission and countersigned by the Treasurer of the Town of Newtown.

Section 8. Appropriation

The annual appropriation for the expenses of the Commission shall be pursuant to Section 6-20 of the Charter of the Town of Newtown upon application of the Commission. The Commission may request additional funds or appropriations pursuant to Section 6-40 of the Charter of the Town of Newtown. Such appropriations shall not exceed statutory allowances in Section 7-136 of the General Statutes of the State of Connecticut as amended nor exceed other limitations as may be set from time to time by the General Statutes of the State of Connecticut as amended. For purposes of appropriation, the Commission shall be deemed a department.

Section 9. Adoption and Effective Date

This ordinance shall be adopted by the Legislative Council in accordance with Section 7-50 of the Charter of the Town of Newtown and shall become effective on the 15th day after publication.