



June 16, 2020  
KEP Board Meeting  
(Zoom Meeting)

**Board Members Present**

Judy Diogo  
Linda Parkowski  
Bob MacLeish  
Gregory Moore  
Tom Burns  
Shane Breakie  
Michael Petit de Mange  
Joanne Masten  
Jerry Esposito  
Shelly Cecchett

**Absent**

P. Brooks Banta  
Damian DeStefano  
Mike Boyle  
Denis McGlynn

**Guest**

Dave Hugg

Gregory Moore call the meeting to order at 7:30am.

After it was determined there was quorum present, the board moved forward with the meeting.

There being no addition to the agenda, on motion made,  
by Mike Petit de Mange, seconded by Shelly Cecchett, the agenda was approved.

The minutes were sent to the board in advance, on motion made by Joanne Masten, seconded by Judy Diogo, the February 2020 minutes were approved. Because of Covid19 there were no meetings held between February and May 2020.

**Financial Report** – There were three months of financial reports, March, April & May. Ms. Parkowski stated that we are pretty much on track and funding is holding steady. Between January and May there was \$86,000.00 in revenue. Ms. Parkowski added that we did get a PPP loan for \$24,300.00.

Mr. Burns asked if funding was going to be a problem with the covid19 shutting everything down. Mr. Petit de Mange stated that the county is pretty much on track. Mayor Christianson stated the city is also doing alright as well. On motion made by Tom Burns and seconded by Judy Diogo, the final reports were approved.

**Chairman's Report –**

Linda is going to go through some companies that she has been working on in the last year. Some of these companies are established. We need to make sure information about these companies stay quiet and ask that you don't reach out to these companies in anyway.



Mr. Moore stated that he had a meeting with Mr. Petit de Mange and Linda Parkowski regarding a grant agreement that the KEP needs to sign. The agreement relates to the funding and other things that the county provides for the KEP. It's pretty much the same agreement we signed last year, we just amended the dates. On motion made by Judy Diogo and seconded by Tom Burns, the board agreed to have Mr. Moore sign it. Mike Petit de Mange abstained from the vote.

### **Executive Directors Report – Linda Parkowski**

Ms. Parkowski stated that the KEP has been busy in spite of the Covid19 pandemic. The resource guide has been published and should be getting delivered soon.

We are working on Rockport 2.0 with the municipalities, Dover, Milford and Smyrna and also a more comprehensive county data.

She has met with the City of Milford's New town manager and am scheduled to meet with Smyrna's new town manager soon.

I've been out on few business visits.

We formed a broadband Kent County Group. As the world is changing broadband is going to become even more important with people working from home. We need to make sure we have that infrastructure in place.

Ms. Parkowski shared her screen and stressed how sensitive the information is for potential companies looking at Kent County. Formal announcements will be made once the company is ready. She went over an extensive report of some of the companies that she is currently working with.

\*None of the prospects will be listed at this time.

I have been working with Milford Wellness center. We thought we had a good tenant with Poly tech but that fell through. They also have some land available which we are pitching.

Mr. Moore stated that about a year ago we talked about hiring another business developer. We are starting the process for the position. We would like to have a vote on the record on the hiring



of someone. The budget is in good shape. On motion made by Mr. Moore and seconded by Tom Burns, the board agreed to the hiring of a business developer.

**Public Comment-**

The meeting was adjourned at 9:00 am

The next meeting will be August 18, 2020