

Town of Windsor Locks
Economic and Industrial Development Commission
Meeting at Town Hall, 2nd Floor
October 23, 2025
6:30 PM

Meeting Minutes

1. Call to Order

The meeting was called to order by the Recording Secretary at 6:34 PM.

2. Roll Call

Present: Chairman Doug Glazier, Barbara Palmer, Frances Morena-D’Elia, Shane O’Connor, Neal Cunningham

Absent: Bob Crochetiere, Alan Gannuscio, Kurt Brace, Dave Montemerlo, Malekhai Paquette

Guest: Dan Carstens – Foreign Trade Zone Administrator

3. Approval of the Minutes from May 22, 2025, June 26, 2025 & September 25, 2025

The minutes were not approved as there wasn’t a quorum.

4. Public Input on EIDC Matters Only – None

5. Action Items

a) **Dan Carstens, Foreign Trade Zone Administrator** updated the Commission on businesses utilizing the FTZ at this time and briefly explained the process for businesses to apply get approval for use. He also explained the relationship between the FTZ and the EIDC regarding how the funds being deposited are used. He reported that currently there is \$19,750 on hand for FTZ related expenses. Per FTZ Board regulations, Dan requested the Commission to consider:

- Approving funds for the Annual NAFTAZ Conference in Portland, ME in May, 2026 (he submitted his proposed budget)
- Using a portion of the funds to update the FTZ information on the Town’s website in order to provide a more streamlined approach to gaining information about the FTZ and how to utilize this resource for businesses considering it.
- FTZ Association of FTZ membership annual renewal fee.

- b) **Planning and Development Highlights** – Doug mentioned with the development of Main Street and the new retail spaces on the first floor of the apartment buildings, there will be new and exciting updates in the future.
- c) **Main Street Redevelopment** – It was mentioned that the new train station, scheduled to open in October, is very close. No date was reported. Traffic issues were discussed, and concern was raised about these issues discouraging new business development. Also discussed was the lack of use of solar panels and if this source of energy production was considered in the planning process.

6. Open Time

Eric Marsh expressed his opinion on the use of solar panels and stated that he is a supporter of them as well as all green energy. This raised more discussion among the group about green energy and energy savings.

7. Adjournment

The meeting was adjourned at 7:38 PM.

Respectfully submitted,



Valerie Mercey

EIDC Recording Secretary