

BRISTOL DEVELOPMENT AUTHORITY
MINUTES – Special Meeting
Thursday, January 9, 2020, 5:00 P.M.
First Floor Meeting Room

ATTENDEES: Mayor Zoppo-Sassu, Commissioners Cyr, Goldwasser, Hick, Mills, Rasmussen-Tuller, Schmelder

ABSENT: Council Member Preleski, Commissioner Passamano

STAFF PRESENT: Justin Malley, Executive Director; Dawn Nielsen, Marketing & P.R. Specialist,
Dawn Leger, Grants Administrator

I. Mayor Zoppo-Sassu called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance to the Flag.

II. Public Participation – None

III. **Commissioner Mills made a motion to accept the minutes of December 16, 2019, seconded by Commissioner Schmelder. The commissioners voted in favor and the minutes were accepted. Commissioner Goldwasser abstained.**

IV. Consent Agenda

A. Communications

Commissioner Goldwasser made a motion to approve the Consent Agenda, seconded by Commissioner Cyr. Motion passed.

V. New Business

A. Department Name Change

Mayor Zoppo-Sassu introduced this subject and asked for comments. Commissioner Schmelder agreed that the department's emphasis has changed. He agrees that the new name more accurately reflects what they do. The board members asked questions – what are the next steps. Mayor Zoppo-Sassu answered their questions. This will be presented at City Council at their next meeting. Justin said that business cards would be printed for the entire board.

B. Tax Abatement – 126 Burlington Ave.

Justin provided background. Tabacco and Son will be purchasing this location and renovation is also needed. The buildout will be significant and a lot of work is needed. They will be making a large investment and a tax abatement is the best incentive for this location. Justin explained the procedure. This will be office space as well as warehouse and distribution. A 5-year, 80% tax abatement has been calculated. Commissioner Goldwasser asked if there were any environmental issues. Justin replied that the use is not changing and the property is probably not completely clean as vehicles had been repaired for many years on that site and it does not pose any problem for a new company to move it. But it is at a level that does not post any liability to the city. Their old property on Stafford Avenue will be rented out. The Burlington Avenue property will be completely renovated and will look much better. This will mean around four new jobs.

Commissioner Goldwasser made a motion as follows: Whereas, per Connecticut General Statutes Section 12-65b, any municipality may, by affirmative vote of its legislative body, enter into a written real property tax assessment fixing agreement with the owner and/or lessee of real property within such municipality. Said real property tax assessment fixing agreement may be for a period of not more than 10 years.

Therefore, motion to approve a real property tax assessment fixing agreement for Tabacco & Son Builders, Inc. – or its assigns – contingent on its purchase and occupancy of 126 Burlington Avenue for the purposes of office use and warehouse, storage, and distribution use. Said property tax assessment fixing agreement shall be subject to conditions identified in Connecticut General Statutes Section 12-65b and shall take the following form: Tobacco & Son Builders, Inc. – or its assigns – shall receive a five-year, 80% tax abatement on the real property occupied at 126 Burlington Avenue. In the event Tabacco & Son

Builders, Inc. – or its assigns – vacates 126 Burlington Avenue, any tax abatement agreement associated with the property will cease.

Commissioner Schmelder seconded the motion, all present voted in favor and the motion passed.

C. CDBG 5-Year Planning

Dawn Leger reported that we are currently working on this as well as with the housing authority. She distributed photos of Zion Lutheran Church stove hood. The new CDBG applications are now on the website. The first CDBG public hearing is February 12. There also needs to be public hearings on the 5-year plan. She is waiting for more responses from the surveys.

Dawn reviewed her grant application chart. There was discussion and questions were answered.

D. 229 Technology Park Update

Justin reported that for the letters sent to the 229 Technology Park owners we have received 9 replies and no negative votes. The final day for response is actually this coming Saturday.

Commissioner Schmelder made a motion to accept the results of the 229 Technology Park vote regarding the expansion of the Double Tree Hotel as of end of business Friday, January 10, 2020. Commissioner Goldwasser seconded the motion, all present voted in favor and the motion was passed.

E. ECD Budget Preview

Justin reported that the Budget Committee will meet next Thursday. The budget will be level or a bit over. He has found some savings. We want to increase marketing a bit. He may ask to use the Economic Development funds to have help in the office part-time to assist with the Farmer's Market for example.

Mayor Zoppo-Sassu excused herself at 5:45 p.m. Commissioner Schmelder continued as Chair.

F. Economic Development Grants Update

Justin explained that Defining Photo is not moving to Bristol. The \$18,000 grant award will therefore go back into the pot. He explained that the fund for Small Business grants was getting low and is requesting a transfer to this account.

Commissioner Rasmussen-Tuller made a motion to approve a request for a transfer from the Economic Development Expenses account (1044109-589300) to the Small Business Grant Program account (1044109-589330) in the amount of \$25,000, and to forward to the Board of Finance for action. Commissioner Mills seconded the motion, all present voted in favor and the motion passed.

G. Downtown Update

Commissioner Goldwasser reported that the Mum Festival will not be held on the Memorial Boulevard School field this year due to the staging of construction equipment. Hopefully, it will be held in the downtown area this year. They are researching other locations as well and it may include Brackett Park. Park of North Main may be closed off. They will have more security and paid police. The committee is working with the Mayor, the Police Department and others. The parade route will probably change as well. The local businesses can still be open. However, there will not be fireworks this year but instead will have a laser light show.

VI. Any Other Business

A. City Council Liaison Report - None

VII. Adjournment

Commissioner Goldwasser made a motion to adjourn the meeting at 6:20 p.m. The motion was seconded by Commissioner Hick, all present voted in favor and the meeting adjourned.

Respectfully submitted,



Christine Cooper, Recording Secretary