

BRISTOL DEVELOPMENT AUTHORITY
MINUTES

Monday, March 25, 2019, 5:00 P.M.
City Hall Council Chambers

ATTENDEES: Mayor Zoppo-Sassu, Council Member Mills, Commissioners Goldwasser, Hick, Passamano, Schmelder

ABSENT: Commissioners Cyr, Lafreniere, Rivers

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

GUEST: Charles Talmadge

I. Mayor Zoppo-Sassu called the meeting to order at 5:01 p.m., followed by the Pledge of Allegiance to the Flag.

II. Public Participation - None

III. **Commissioner Schmelder made a motion to accept the minutes of the regular BDA Board Meeting of February 25, 2019. Commissioner Goldwasser seconded the motion. All present voted in favor and the minutes were accepted.**

IV. Correspondence/Communications:

Commissioner Goldwasser made a motion to file the correspondence and communications, seconded by Commissioner Schmelder. Motion passed.

V. New Business:

A. Enterprise Zone Application – 45 North Main St. and 81 North Main St.

Justin described the property and the project. The second floor of the restaurant is being converted to apartments as the office space was difficult to rent. This will benefit the City long-term as the office spaces are currently vacant. There are 17 total units, a mixture of different size apartments. They are being advertised now. The owner has his CO.

Commissioner Goldwasser made a motion as follows:

Whereas, the properties known as 45 North Main Street and 81 North Main Street are located within the boundaries of the Enterprise Zone established by the City of Bristol and State of Connecticut; Whereas, 38-42 Bishop Street LLC and 56-58 Avon Street LLC have purchased said property and completed construction of 12 new residential apartment units at 81 North Main Street and five new residential apartment units at 45 North Main Street. Whereas, per Article XIV, Section 18-200 of the City of Bristol Code of Ordinances, assessments on multifamily residential within the Enterprise Zone which is improved at a minimum cost of \$20,000 per unit, or the complete retrofitting of the apartments, are eligible to be fixed for a period of seven (7) years from the time of such improvement and shall defer any increase in assessment attributable to such improvements according to the following schedule: Year 1 (100% deferral), Year 2 (100% deferral), Year 3 (50% deferral), Year 4 (40% deferral), Year 5 (30% deferral), Year 6 (20% deferral), Year 7 (10% deferral).

I hereby make a motion: To approve the Enterprise Zone application of 38-42 Bishop Street LLC and 56-58 Avon Street LLC requesting a seven (7) year Enterprise Zone tax abatement schedule for all improvements associated with the development of 17 new residential apartment units at 45 North Main Street and 81 North Main Street, subject to all conditions identified for multifamily projects outlined in Article XIV of the City of Bristol Code of Ordinances.

Be it further noted that this matter be forwarded to the Bristol Assessor's Office for action.

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

B. Manufacturing Incentive and Industrial Updates

Justin explained what will be discussed at the special Industrial Committee meeting in April:

- AMKO will be expanded.
- A new incentive for manufacturers that would provide them with assistance for consultant work is being proposed. Justin needs to develop guidelines and have a group to help with this and also use this as a pilot program. He needs to get assistance from the Industrial Committee. He will have more information next month.
- He will discuss next month something he is working on with Capital Workforce Partners – focusing on the retail market regarding marketing manufacturing jobs to retail employees when stores close.
- Precision Express Manufacturing (PEM) on Emmett St. – Justin and the Mayor met with the owners who are looking to expand. They are going to purchase the Tyrol Manufacturing building which is on Dolphin Rd. Justin has begun to market their current location which is 5,000 square feet. He is also currently working on a grant for them. More on this in the future.

C. Downtown Updates

- Farmer's Market marketing has begun.
- Bristol Hospital will be having an opening celebration. There will be a soft opening in mid-June for staff, a media event, and then a community celebration. We will do the first Farmers' Market at the same time as the community celebration. More to come on this. There will also be the unveiling of the street sign for the new road.
- Bristol Sports Armory is on track. They have completed their lease and closed on the financing.
- Miller Foods from Avon: This company has an offshoot that produces pet food and they need a new space. They are relocating to Valley St. in Bristol. There will be about 20 – 30 employees. There will be building renovations.

Commissioner Goldwasser made a motion, seconded by Council Member Mills, to proceed to New Business by Commissioners, motion passed.

VI. New Business by Commissioners:

Commissioner Schmelder thanks the Mayor and staff and the Chamber for the attendance at the opening of the UBI ATM. There was no additional new business.

Commissioner Schmelder excused himself from the meeting.

V. New Business:

C. Downtown Updates (continued)

- Parcel 10 Update: Charles Talmadge provided an update on the building and displayed drawings. They will be doing subsurface testing soon. They are targeting their land use submission for the May meeting so hopefully they will receive approval by July and be able to begin work soon after. A lot of space has already been spoken for and he has also received a lot of interest in other space. Mr. Talmadge answered the Board's questions.

VII. Old Business:

A. CDBG Program and Grants Updates

- Dawn reported that the Policy Committee would meet on April 10th.
- Notices have been sent out for the Neighborhood Assistance Act. The deadline for the applications is April 26. The material is also on the city website.
- Today is the first day that shovels have been put in the ground at 894 Middle St. They are setting up the work areas and will start removing soil on Wednesday. It should take a few weeks for this process.

B. Economic Development and Marketing Update

Justin reported he is currently work on 8 economic development grant projects. There will be some smaller ones – 2 are under 5K. He is thinking of being authorized to have these smaller grants approved at the staff level similar to what has been down in the Façade Improvement Program. Discussion. Justin would continue to report these grants to the full board.

Commissioner Goldwasser made a motion to authorize the director of the BDA to have approval rights up to \$5,000 on the small business development grant program. Commissioner Passamano seconded the motion, all present voted in favor and the motion passed.

Commissioner Goldwasser asked about other downtown incentives. Justin said that we have the 50% matching grant program. These went to the Start UP Committee. The downtown brewery is planning to open in April or May. There will be an eatery there as well. The Mayor asked if there would be an opportunity to get updates from the downtown companies who received grants. Justin advised that there will be a StartUP Bristol meeting to obtain updates from the three companies that were approved for start-up grants as well as to discuss home-based business and entrepreneur meetups.

Commissioner Goldwasser inquired about the status of Supernatural since they have opened a new business in New Britain and said they are using some of the old equipment from their Bristol location. Justin will look into. He said our grant funds were used for some material improvements and equipment which is still there. He added that we usually work on building improvements and fixtures in the grant contracts and this allows the grantee to transfer their obligation to another business. We are hoping to do this with this company. When a new business comes in we execute a new grant contract for that business and they abide by the same terms as in their predecessor's contract.

VIII. Old Business by Commissioners: None

IX. Committee Reports:

A. Marketing Committee

- The results of the recent survey were supplied with the agenda. Results were highlighted in the monthly report.
- Dawn is working to address branding consistency, consolidation of social media channels, and better integration of the City website with the All Heart website and also cleaning up some old things on the All Heart website.
- Dawn will also be surveying other groups with different demographics.
- Dawn is getting out into the community and also visiting schools. She has visited several, one which was Ivy Drive School where the CERT Team recently did a STEP Program which is relevant to the entire community. She has sent a press release to the paper. She visited Hubbell today and videotaped the students working on a project which was the result of a mini-grant received from the Education Foundation. She has permission from the principal to use the tape on social media and the websites. She hopes to partner with the new superintendent of schools to do more of these and get it onto the schools website so this can be promoted.

X. Any Other Business

The Mayor has invited the new DECD Commissioner David Lehman to Bristol. This will hopefully be at the end of the next month and there will be a tour of major sites including a drive by of the hospital building, the Sessions building, and downtown as well as the industrial parks and ESPN. We hope to do a small business roundtable in 3 months. She will advise when the date becomes final.

XI. Adjournment

Council Member Mills made a motion to adjourn the meeting at 6:00 p.m. The motion was seconded by Commissioner Hick, all present voted in favor and the meeting adjourned.

Respectfully submitted,
Christine Cooper,
Recording Secretary