

Special Meeting
JOINT ECONOMIC DEVELOPMENT COMMISSION
AND TOWN CENTER REVITALIZATION COMMITTEE
Thursday, January 10, 2019
Mulvey Municipal Center – North Conference Room – 7:00 p.m.
Westbrook, CT 06498

PRESENT

TCRC: Jim Crawford, Darlene Briggs, Catherine Richard, Deborah Rie, Libby Waldron

EDC: Jim Crawford, Chair; Darlene Briggs, Phil Cocchiola, John Leake, Kristen Meyer, Catherine Richard, Deborah Rie

JOINT MEETING:

1. Call to Order

J. Crawford called the joint meeting of the Economic Development Commission and the Town Center Revitalization Committee to order at 7:00 p.m.

2. Town Center Wastewater Study - Update

E. Knapp said there was nothing new to report.

3. Town Center Parking Project/STEAP – Project Update

E. Knapp reported that they have gotten an extension for the STEAP grant. They are waiting to get remaining documents from Xenelis. Once those are submitted, then the grant will be finalized.

The municipal parking lot in town center needs to be vacuumed annually. Hopefully moving forward, this expense will be going through the Public Works budget.

Kathy Connolly from Speaking of Landscapes had said she could create a maintenance program. The maintenance should be less and less each year as the plantings fill in and mature. D. Rie said this could be a good use for the remaining STEAP grant money. There was discussion of who should be in charge of parking lot maintenance and the costs involved.

4. Community Connectivity Grant – Town Center Sidewalks – Project Update

5. Rockfall Foundation Grant Application – Town Center Parking Lot

D. Rie said the funding requested is for the parking area maintenance and for an educational factor for the plantings with plant labels with QR codes. D. Briggs offered to set up a data base on the new web site with information on each plant that can be accessed by clicking on the QR code. Also, they were hoping for educational signage for the “Big Belly” solar waste disposal cans. They will find out around February 15, 2019 whether or not they will be selected to receive any of the grant money they requested.

6. Minutes: Special Meeting, November 14, 2018

J. Leake made a motion to approve the minutes for the Joint Meeting of the Economic Development Commission and the Town Center Revitalization Committee of November 14, 2018 as presented with the following corrections: D. Briggs was not present at either meeting and she was noted as present at EDC and absent at TCRC. Under Town Center Parking Project, Kathy Connolly and volunteers are participating, not the Garden Club. The spelling of Economic Development needs to be corrected.

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Devin Carney was not at the meeting mentioned. D. Rie and K. Connolly were at that meeting with M. Ozols. D. Rie seconded the motion and it was passed unanimously.

Bills

EDC		TCRC	
Recording Secretary	\$36.89	Recording Secretary	\$ 36.89
Special Funds		Special Funds	
Woodard & Curren	\$943.00		
(Invoice #155910 - \$813.00)			
(Invoice #156908 - \$130.00)			

D. Briggs made a motion to approve the bills as presented for the EDC and the TCRC. J. Leake seconded the motion and it was passed unanimously.

6. Adjournment

D. Briggs made a motion to adjourn the joint meeting of the Town Center Revitalization Committee and the Economic Development Commission meeting at 7:16 p.m. D. Rie seconded the motion and it was passed unanimously.

ECONOMIC DEVELOPMENT COMMISSION:

1. **Call to Order:** J. Crawford called the meeting of the Economic Development Commission to order at 7:16 p.m.
2. **Update on New Development Applications**
 E. Knapp met with people from Water’s Edge today to talk about a multi-family development across from Water’s Edge that will consist of 28 single and 2-bedroom condominium units. This will be coming in down the road. They will need an IWWC permit, and they will need to do a zoning change for the present zone. Kirtland Avenue will be the only access point.

As part of the new Zoning Regulations, there will be a new zoning map. Much of the zoning map is coordinating lot lines with zone lines so they line up. However, there are a few places in town where there are different zones being created. One will be a “resort district” where Water’s Edge is. If they come in with a master plan, they will be able to get future permits much more easily than they can currently.

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This will also be done where the outlets are located. This road will be zoned to make new permits easier to obtain along that road and in the outlets. E. Knapp and First Selectman Noel Bishop recently met with the new owner of the outlets who flew in from France for the meeting. They want to increase the size of the ice rink in the A150 space. They also would like to revitalize the space between the outlets and the movie theater. The 4 remaining lots along the road going in are going to be developed at some point. There are no pending applications for this area right now. By special permit, the road into the outlets is the only road where drive-in restaurants would be allowed.

E. Knapp brought the new zoning map into the meeting, so Commission members could see it. CTC will be the Commercial Town Center Zone. Under the new regulations, it would be possible to calculate that there is enough parking in the area for the applicant's use. The NCD, Neighborhood Commercial District, is designed for mixed uses. It's not quite residential, and it's not quite commercial.

There is a public hearing scheduled on 1/22/2019 for adoption of the new Zoning Regulations. Once they are in place, hopefully at the end of March, the new zoning map will be proposed, and the public hearing for that will likely be at the end of April. There will be information on the town web site and in the Harbor News to let the public know that this is happening as well as a mailing for those whose property is affected.

E. Knapp said he has had several inquiries about brew pubs. There are no applications yet.

3. Turnpike Autowreckers Brownfields Grant - Project Update

J. Crawford said they were successful in getting a one-year extension for the grant which is for roughly \$60,000.00. There is interest in the property, but there are still many important details that need to be worked out with the property use, back taxes, remediation, etc. There was interest in a TOD, transit oriented development. At this point, it has been determined that only a small portion of the property could be used for residential use because of the cost for remediation.

4. Mulvey Electronic Message Board Sign – Project Update

J. Crawford said the sign is functioning nicely, and people seem very pleased with it. There was an idea to put a ship on the top of the sign.

J. Crawford talked about how the septic issues have made it difficult to bring more tenants into the town center. There is talk about budgeting for this as a capital expense of approximately \$50,000.00 which would include a full investigation of properties and what they can handle for wastewater. This has to be done before new development can be brought in. Some existing businesses need more septic to further develop their businesses. D. Rie asked about possible existing excess septic capacity. J. Crawford will ask Sonja from the health department to come in to talk with the Commission at a future meeting.

5. Adjournment

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D. Briggs made a motion to adjourn the meeting of the Economic Development Commission meeting at 7:49 p.m. D. Rie seconded the motion and it was passed unanimously.

TOWN CENTER REVITALIZATION COMMITTEE:

1. Call to Order

J. Crawford called the Meeting of the Town Center Revitalization Committee to order at 7:49 p.m.

2. “Quick Hits” / Adopt-A-Spot Projects

D. Rie reported that the Garden Club got their grant from the Westbrook Foundation to develop the meadow between the post office and Oxford Academy. An eagle scout will build a 40-foot boardwalk over the wet area. They are hoping this will be a community project. Oxford Academy will be using this as an educational opportunity for their students. The next step is to develop a watering system.

J. Crawford will not be able to attend the February or March TCRC/EDC meetings.

There was a brief discussion about legal services and professional services budget line items in the EDC budget.

Adjournment

D. Rie made a motion to approve the budget proposal for the Economic Development Commission for 2019-2020. D. Briggs seconded the motion and it was passed unanimously.

3. Adjournment

D. Briggs made a motion to adjourn the Town Center Revitalization Committee at 8:05 p.m. D. Rie seconded the motion, and it was passed unanimously.

Respectfully Submitted,

Kathleen King, Recording Secretary