

ECONOMIC & COMMUNITY DEVELOPMENT

Regular Meeting

Thursday May 2, 2024 5:00pm

Meeting Room 1-3, 111 N. Main Street and on Zoom

ATTENDEES: Mayor Caggiano, Council Member Panioto, Commissioners Hicks, Goldwasser, Mills, Schmelder, Provenzano, Rasmussen-Tuller, and Verikas (Zoom)

STAFF PRESENT: Justin Malley- Executive Director, Dr. Dawn Leger - Grants Administrator, Dawn Nielsen-Marketing & Public Relations Specialist, and Andrew Armstrong – Assistant City Planner/Dev. Coordinator for Public Works.

GUESTS:

I. Call to Order

Mayor Caggiano called the meeting to order at 5:00pm, and led attendees in the Pledge of Allegiance.

II. Public Participation

There was no Public Participation.

III. Minutes: April 4, 2024

Mayor Caggiano entertained a motion to approve the minutes from the April 4, 2024 Board Meeting.

The motion to approve and file the minutes was put forward by Commissioner Goldwasser and was seconded by Commissioner Hick. All were in favor and the motion was accepted into the record.

IV. Consent Agenda

A. Communications

B. Economic Development/Grants/Marketing Report

Mayor Caggiano entertained a motion to approve the Consent Agenda.

The motion was put forward by Commissioner Goldwasser and was seconded by Commissioner Schmelder. All were in favor and the motion was accepted to the record.

V. New Business

A. 273 Riverside Avenue RFP

Justin Malley gave an update on the Riverside RFP. He stated the City received 8 proposals, with six that are solid proposals. More studios and one-bedroom units. These proposals show 65-80 units, more focused on single renters or young couples. The building is not yet designated as historic but it can be and can receive funding for the project. They also include the old Hostess building across the street for parking or even rebuilding a smaller residential unit across the street.

Justin Malley shared the next steps; Goman and York will deliver their rating system and will give a list of developers that will be able to see the project through with experience and funding.

Mayor Caggiano entertained a motion to move Item 5D up for discussion.

The motion to move Item 5D up was made by Commissioner Hicks and seconded by Commissioner Rasmussen-Tuller. All were in favor and the motion passed.

D. SEBBP Update

Justin Malley explained how the Board approved amending the Business Park regulations to allow a vocational school. A letter was sent to surrounding businesses, with the understanding that if we do not get a response then that is considered an approval. He asked if the Board was fine entering an agreement of Sale with Allstate Trucking.

Mayor Caggiano entertained a motion to approve pending conclusion of the mandatory 60-day response period offered to property owners in the Southeast Bristol Business Park concerning proposed modifications to the Southeast Bristol Business Park Design Guidelines approved by the ECD Board on March 7, 2024, and having received no votes in opposition; the following motion was made by Commissioner Goldswasser and seconded by Commissioner Mills:

The motion to authorize Mayor Jeffrey Caggiano, or Acting Mayor, to execute a Purchase and Sale Agreement and to complete the property transaction, subject to the approval of Corporation Counsel, with Business Park Avenue, LLC or its assigns, doing business as Allstate Commercial Driver Training School, for the sale of the Southeast Bristol Business Park property known as "Lot 10 and Lot #11" as reflected on the map known as *Boundary Survey* from Dufour Surveying LLC dated May 6, 2022 and *Lot Line Revision Map Lots 10, 11, and 12* dated February 26, 2015 for the purchase price of \$275,000.

I further move that this matter be referred to the City Council, Planning Commission for completion of a C.G.S. 8-24 Report, and to the City Council Real Estate Committee for

completion of a C.G.S. 7-163e Public Hearing for the sale of municipally owned property.

All were in favor and the motion passed.

Justin Malley provided an update on Ecosmart, a company that has decided to move on. Therefore Lot 6 is available for sale again.

Justin Malley shared that the owner of Lot #8 had also purchased land and had missed his deadline for action. Mr. Malley has reached out to the owner to see what is needed to move the project forward.

B. Farmers Market 2024

Dawn Nielsen shared a report on the farmers market:

The Bristol Farmers Market Report for the May 2, 2024 ECD Board Meeting

The Bristol Farmers Market is now its own nonprofit entity. The mission of The Bristol Farmers Market, Inc. is to create a sustainable platform that supports and promotes access to fresh local food and products for all residents. By connecting the community with local farmers and producers, the market aims to foster a thriving environment for both vendors and patrons.

We worked with an Attorney to get registered as a nonprofit with the State of CT and are awaiting word on our 501c3 designation from the IRS which is expected in the next couple of weeks.

As of May 1st we have \$6,600 in committed sponsorships with a goal of \$10,000 for the 2024 season.

We have received grants in the amount of \$4,000 and have applied for two grants to allow us to double the SNAP/EBT benefits that have been offered at the market for the last several years, which was administered by the BPRYCS department and will now be administered by us. WIC and the Senior Farmers Market Nutrition vouchers will also continue to be accepted at this year's market. We are looking into bringing a nutritionist to the market one or two times during the season to do a cooking demonstration to show the community how to use the fresh produce they purchase to make healthy meals.

A website is in the process of being created and will be ready in time for the beginning of the season so we can list the vendors, weekly entertainment, and other information about the market. We're working on other marketing efforts as well to help get the word out.

We have several returning vendors joining us again this season and are accepting applications until May 3rd.

As the Board of Directors Chair, I am asking this Board to support this new nonprofit by following us on social media and inviting those you are friends with to follow us as well – both Facebook and Instagram – and sharing the news about the market for this season. The market will open on June 22nd and run every Saturday from 10 am to 1 pm in a new location: in the parking lot of 10 Main Street. We are partnering with the owners of 10 Main (D’Amato Construction) who are allowing us to hold the market in their parking lot. We’ll use signage to direct people to the market on Saturdays.

C. Marketing Update

Dawn Nielsen shared an update on the Bristol All Heart Website and the new way that the City Website will guide you to the All Heart Website. Businesses can request to post jobs and residents can now job search on the All Heart site. She shared how they now have an e-newsletter as well. Residents can also post events on the All Heart site.

D. CDBG Update and Conflict Interest Procedure

Dr. Dawn Leger read into Record the Following statement

Conflict of Interest Declaration for CDBG Year 50 – Addendum - May 2, 2024

In accordance with HUD regulations concerning Conflicts of Interest, there is one additional individual with a Conflict of Interest that I am required to read into the record of these proceedings: Councilwoman Cheryl Thibeault presently serves on the Board of Directors of Grace Baptist Church, and she has been advised to recuse herself from any votes taken by the City Council that directly involve the approval of awards to that agency.

Additionally, Dr. Leger noted that the City has not heard from HUD about the CDBG allocation for Year 50 yet. This is very later and the delay is impacting agencies who are waiting to see if they receive grants in the coming year.

VI. New Business by Commissioners

A. Neighborhood Assistance Program

Mayor Caggiano entertained a motion to approve the organizations that applied for the 2024 Neighborhood Assistance Program and refer to the City Council for approval at its May 14, 2024 meeting.

Commissioner Schmelder made the motion, seconded by Commissioner Hick, to approve the organizations that applied for the 2024 Neighborhood Assistance Program and refer them to the City Council for approval at its May 14, 2024 meeting; Commissioner Schmelder asked to waive the reading of the list and attach it to the referral. Council Member Panioto recused himself from the vote and left the room. All were in favor and the motion passed.

The 2024 NAA Applicants for Bristol are:

1. Boys & Girls Club of Bristol (Energy Sustainability - \$96,300)

2. Bristol Historical Society (Energy efficiency repointing - \$150,000)
3. The Family Center, Inc./ dba ImagineNation, A Museum Early Learning Center (Imagining Healthy Futures - \$100,467.87)
4. Greater Bristol Homes Co. (West End Phase I - \$150,000)
5. Human Resources Agency of New Britain, Inc. (HRA) – (Energy Remodel for Lake Avenue Family Center - \$75,000)
6. New England Carousel Museum Inc. (Energy Conservation - \$150,000)
7. Nutmeg Symphony Orchestra (Concert Series/Educational Children's Concerts - \$64,460)
8. Prudence Crandall Center Inc. (Annual Appeal - \$150,000)
9. Prudence Crandall Center Inc. (Energy Efficiency - \$42,060)
10. Shepard Meadows Equestrian Center (Telecommunications/Intranet/Safety & Security - \$75,000)
11. United Way of West Central CT (Neighbors in Need - \$125,000)

VII. Old Business by Commissioners

Commissioner Goldwasser inquired about Kenwood Cleaners. Justin Malley stated that the owner of a business occupant for the building also purchased the building. It seems the building owner is foreclosing and the Roosters project may not materialize. In the second unit, the tenant was the previous owner's tenant and may be leaving soon as well.

The Commission discussed the Mellen Street Bridge which is near completion. The next bridge being worked on will be the East Street Bridge, and Sawe's Automotive will be impacted there.

The Commission also discussed the Jerome Avenue Bridge along with detour issues and businesses being affected. A sign has been put in place regarding the Wine and Spirits Store and BARC's Hidden Café.

VIII. Committee Reports

A. City Council Member Report/update

Nothing to report

IX. Adjournment

There was no further discussion. The Mayor entertained a motion to adjourn which was made by Commissioner Schmelder and seconded by Commissioner Hicks. All were in favor and the meeting adjourned at 6:38 pm.

Respectfully Submitted,

Janet Little
Recording Secretary