# ECONOMIC & COMMUNITY DEVELOPMENT

Regular Meeting Minutes
Thursday August 1, 2024 5:00pm
Council Chambers, City Hall, 111 N. Main Street and on Zoom



ATTENDEES: Council Member Panioto, Commissioners Goldwasser (Acting Chair), Mills, Rasmussen-Tuller and Provenzano

ABSENT: Mayor Caggiano, Commissioners Schmelder and Hick, Dr. Dawn Leger - Grants Administrator, and Dawn Nielsen - Marketing & Public Relations Specialist

STAFF PRESENT: Justin Malley - Executive Director

GUESTS: Charlie Nyberg, Architect for the HEXi Corp Project

**I. Call to Order**

Acting Chair Commissioner Goldwasser called the meeting to order at 5:00pm and lead all in attendance in the Pledge of Allegiance.

**II. Public Participation**

There was no Public Participation.

**III. Minutes: July 11, 2024**

Commissioner Goldwasser asked for a motion to accept the Minutes from July 11, 2024. Commissioner Rasmussen-Tuller noted the need for a spelling correction to his name in the Adjournment section. The needed correction was noted and will be updated. No other changes were needed. Commissioner Mills made the motion to accept the minutes with the noted spelling correction. The motion was seconded by Council Member Panioto. All were in favor and the updated Minutes were accepted into the record.

**IV. Consent Agenda**

**A. Communications**

**B. Economic Development/Grants/Marketing Report**

Commissioner Goldwasser requested a motion to accept the Consent Agenda. Commissioner Rasmussen-Tuller made the motion which was seconded by Commissioner Mills. All were in favor and the Consent Agenda was passed into the record.

**V. New Business**

**A. Southeast Bristol Business Park Proposal**

Justin Malley advised the Board about HEXi Corp, a business looking to buy and develop Lot#6 in the Southeast Bristol Business Park (SEBBP). Malley introduced Charlie Nyberg, HEXi Corp's architect, who was present to speak to the Board. Charlie Nyberg presented HEXi Corp's plans to develop a 14,000 square foot facility with parking and loading docks. The building will be one story high. Additional discussion included the proposed roof pitch, exterior appearance and building materials, and similar details.

Justin Malley added that HEXi Corp builds and uses high energy x-ray equipment. They've been in business for over 30 years and are currently located in Wallingford, CT. The x-ray equipment is used in US Government and commercial applications.

Commissioner Goldwasser confirmed that Eco Smart had been previously approved for Lot #6 but they hadn't moved forward with their project. This means that Eco Smart is no longer associated with Lot #6, and HEXi Corp is a new contender for it. He also requested clarification from Mr. Nyberg that the building would be built with environmental guidelines met in regards to safety with the x-rays. Mr. Nyberg confirmed the structure would meet all required guidelines.

Commissioner Goldwasser called for the motion to be read. Commissioner Rasmussen-Tuller read the motion as follows:

*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 High Energy X-Rays International Corporation or its assigns, doing business as HEXi Corp, for the sale of the Southeast Bristol Business Park property known as "Lot 6" as reflected on the map known as Roadway Plan from A-N Consulting Engineers dated August 2006 for the purchase price of $156,000.*

*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.*

Commissioner Mills seconded the motion. There was discussion that HEXi Corp would be moving from Wallingford to Bristol which allows them to own in Bristol rather than lease in Wallingford.

Commissioner Goldwasser called for a vote on the motion. All were in favor and the Motion passed into the record.

**B. BOF Transfer and Carryover Requests**

Justin Malley advised the Board of the ECD's Carryovers and Transfers requests from the previous fiscal year to the current one as part of the end of the city's fiscal year processes. The accounts and amount requests were provided to the Board as part of the agenda packet.

Commissioner Goldwasser requested a motion to waive the reading of the full BOF Transfer and Carryover Requests due to their length. Commissioner Mills made the motion which was seconded by Commissioner Rasmussen-Tuller. Counsel Member Panioto requested clarification on the Additional Appropriation request. Justin Malley advised that those represent adjustments to the CDBG Grant Awards based on the actual funds which were provided to the city from HUD. Commissioner Goldwasser called for a vote. All were in favor and the Motion passed into the record.

The full motion of the BOF Transfer and Carryover Requests is as follows:

***Carryover Request***

*To approve the request to carry over from fiscal year 2023/2024 to fiscal year 2024/2025 the following account balances within the "City Share" ECD department budget: $12,275 or remaining balance in "Advertising"*

*To approve the request to carry over from fiscal year 2023/2024 to fiscal year 2024/2025 the following account balances within the "CDBG Project" ECD Department budget: $12,000 in CDBG funding originally awarded to the New England Carousel Museum and being reprogrammed to Residential Rehab funding in 2024/2025 and $217 in CDBG funding originally awarded to the Bristol Historical Society and reprogrammed to Residential Rehab for 2024/2025.*

***Transfers to Reconcile Account Balances***

*To approve the following transfer requests to reconcile ECD account balances:*

- *Transfer $170 from 1044101 BDA City Share "Regular Wages" to 1044101 BDA City Share "Overtime Wages"*
- *Transfer $352 from 1044101 BDA City Share "Regular Wages" to 1044101 BDA City Share "Transfer Out"*
- *Transfer $2 from 1044102 CDBG "Regular Wages" to 1044102 CDBG Share "Life Insurance"*
- *Transfer $152 from 1044102 CDBG "Regular Wages" to 1044102 CDBG "Transfer Out"*
- *Transfer $1,097 from 1044103 CDBG "Professional Fees" to 1044103 CDBG "Regular Wages"*
- *Transfer $61 from 1044103 CDBG "Professional Fees" to 1044103 CDBG "FICA"*
- *Transfer $15 from 1044103 CDBG "Professional Fees" to 1044103 CDBG "Medicare Insurance"*
- *Transfer $558 from 1044103 CDBG "Office Supplies" to 1044103 CDBG "Advertising"*

- *Transfer $121 from 1044103 CDBG "Professional Fees" to 1044103 CDBG "Transfer Out"*
- *Transfer $218 from 1044105 CDBG "Bristol Historical Society" to 1044102 CDBG "Residential Rehab"*
- *Transfer $12,000 from 1044105 CDBG "NE Carousel Museum" to 1044102 CDBG "Residential Rehab"*

***Additional Appropriations***

- *Reduce Account #1044104-585024-G2025 Salvation Army from $14,000 to $11,000*
- *Reduce Account #1044104-587343-G2025 Grace Community Food Pantry from $4,731 to $4,281*

**C. 273 Riverside Avenue Update**

Justin Malley updated the Board about the main developer that is interested in the project. They're gathering additional information including a more thorough site visit to allow them to make the most accurate budget proposal to the ECD Downtown Committee. He confirmed that this movement comes after the additional feedback received from Goman and York as the city's consultants.

**VI. New Business by Commissioners**

There was no New Business.

**VII. Old Business by Commissioners**

Commissioner Goldwasser spoke to the purchase of the former Shaw's to Ocean State and to the Wheeler Health grand opening ceremonies that were held since the last Board Meeting.

**VIII. Committee Reports**

**A. City Council Member Report**

Council Member Panioto advised that due to the results of the recent Special Election, this will be his last meeting as an ECD Board Member. The new Council Member will be appointed to the Board. The Board thanked Panioto for his service on the Board and to the city.

**I. Adjournment**

Commissioner Goldwasser called for a motion to adjourn. Commissioner Rasmussen-Tuller made the motion which was seconded by Commissioner Provenzano. All were in agreement and the meeting adjourned at 5:32pm.

Respectfully Submitted,

Sharon Arsego

Recording Secretary