

## ECONOMIC & COMMUNITY DEVELOPMENT

Regular Meeting  
Thursday, July 6, 2023 5:00pm  
City Hall West Meeting Room #1

ATTENDEES: Council Member Panioto, Commissioners Schmelder, Mills, Massarelli (Zoom), Verikas, Goldwasser, and Rasmussen-Tuller.

ABSENT: Mayor Caggiano, Commissioner Hick, and Dr. Dawn Leger, Grants Administrator

STAFF PRESENT: Justin Malley, Executive Director; Dawn Nielsen, Marketing and PR Specialist, Sharon Arsego, Sr. Admin. Assistant

GUESTS: Charlie Talmadge and Gino Carrier, The Carrier Company

### I. **Call to Order**

Commissioner Schmelder began the meeting at 5:00PM and led the room in The Pledge of Allegiance.

### II. **Public Participation**

There was no public participation

### III. **Minutes: June 1, 2023**

Commissioner Schmelder called for a motion to approve the June 1, 2023 meeting minutes. Commissioner Rasmussen-Tuller made the motion to approve the minutes, and the motion was seconded by Council Member Panioto. All were in favor and the minutes were received into the record.

### IV. **Consent Agenda**

#### A. **Communications**

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

Commissioner Schmelder requested a motion to approve the Consent Agenda. Commissioner Goldwasser made the motion to file the Consent Agenda, and the motion was seconded by Council Member Panioto. All were in favor and the Consent Agenda was accepted into the record.

### V. **New Business**

#### A. **Downtown Update**

Justin Malley invited Charlie Talmadge from Carrier to speak about the main downtown area updates. Charlie first spoke to Center Square Village. Updates included that full excavation is now underway, temporary parking for City Hall on North Main St. is now in place, and trees have been removed from along the sidewalk area and the railroad tracks. A groundbreaking ceremony will be held Thursday July 13<sup>th</sup> at 1pm and all are welcome to attend.

Charlie advised of an easement for grading and clearing, and a land transfer arrangement with another downtown property owner, Tom Zipp. Carrier will use that space to build out 15 new apartments while providing 30 parking spaces, spaces which Mr. Zipp can lease to nearby property owners that are short on

parking (an example is 267 Main Street). There was discussion including board approvals being needed or not, and confirmation of the parcel locations in question.

Charlie provided an update on the former Eagle Federal Building. Development plans are for a 25-bed residential care facility. Some services provided will include a nurse and 24-hour staff. The goal is to provide a more affordable assisted living option with no age restrictions. Residents will need to demonstrate the need for this level of care. Carrier will be using the existing building. Discussion included time frames, parking and streetscapes.

Charlie expressed challenges with the Funck building. They've cleared close to 80% of the interior and welcomed the Board to tour it. Between structural findings and state requirements for the original residential care facility plan, they're now proposing a climate control storage space in the upper floors with retail space on the first floor. Discussion included the façade, completion time, zoning challenges, and loading areas for the proposed storage.

Charlie concluded with thanks for the city's partnership with Carrier's investment in Bristol's downtown.

Justin Malley presented the Shaffer Beacon Mechanical letter regarding their Grant Agreement Item 3 regarding the location of their operations. Since being awarded a grant, Shaffer obtained property in Granby and staff is now split between both Bristol and Granby. Shaffer's letter is a formal request to modify the grant language to acknowledge this fact.

Commissioner Schmelder requested the motion for this change be read. Commissioner Goldwasser read the motion as follows:

Motion to modify the following language in the Downtown Grant Agreement for the Shaffer Company LLC now known as Shaffer Beacon Mechanical LLC – dated September 27, 2021: "The Grantee shall maintain substantially all of its operations in the City of Bristol...for a period of 10 years..." to "The Grantee shall maintain substantial operations in the City of Bristol for a period of 10 years..."

The motion was seconded by Council Member Panioto. Discussion included monitoring of their Bristol employee count and the possible language change for the grant, specifically the word "substantial". Alternatives included listing a number of employees held now, or the use of the word "existing". Commissioner Goldwasser made a motion to withdraw the above proposed motion as presented, tabling it until the August Board Meeting when more information would be made available. The motion to withdraw the proposed motion was second by Council Member Panioto. All were in favor and the motion was tabled.

Justin provided an update on the original Parcel 10 proposal known as City Place. The original proposal was for 21 living units as a mixed-use unit. This new proposal is for 31 units with more one bedroom and studio, market rate, units. A percentage of the units will be for commercial business operators to also live in the residential

spaces. Potential for the developer to address the Board at the August Board Meeting.

Justin invited Commissioner Verikas to provide an update on the Bristol Bazaar which opened July 1<sup>st</sup>. Commissioner Verikas advised that the response has been exciting with continuous days of shoppers coming through. A large portion of the makers have made their first month's rent and also replenished their displays. The events calendar is being scheduled out, the grand opening is Saturday, July 16<sup>th</sup> and includes radio coverage and a food truck.

**B. 894 Middle St.**

Dawn Nielsen shared drone footage that will be included in the 894 Middle St. RFP package. Justin introduced two proposed motions for funds transfers needed to cover the environmental engineering and consultant fees for this project.

Commissioner Schmelder asked for the motions to be read. Commissioner Mills read the motion as listed below:

Motion to transfer \$20,000 from the account "Contingency 894 Middle St" to the account "Environmental Engineering 894 Middle St" and to forward to the Board of Finance.

Council Member Panioto seconded the motion. The motion was approved by all and the motion carried into the record.

Commissioner Mills then read the next motion as listed below:

Motion to transfer \$15,000 from the account "Professional Fees 894 Middle St" to the account "Environmental Engineering 894 Middle St" and to forward to the Board of Finance.

Council Member Panioto seconded the motion. The motion was approved by all and the motion carried into the record.

**C. Revolving Loan Program**

Justin Malley advised there was one response to the Revolving Loan Program RFP from Community Investment Corporation (CIC). CIC lends SBA loans to businesses around the state and are well known. A meeting has been set up for next week with ECD, Purchasing, Comptrollers and Dave Preleski who has been assisting Justin with the loan program set up. Fee clarification and overall proposal understanding are needed from CIC. Further updates will be provided at the August Board Meeting.

**D. Marketing Update**

Dawn Nielsen is in receipt of the All Heart Website test site. Once her page by page the review of it is completed, it will be sent back to the developer to make the updates, be presented before the Board and move to a final release of the new site.

Dawn presented a draft design of a campaign to support West End businesses during the construction. The campaign would encourage construction members already on site to patronize participating businesses.

**E. Technology**

Justin Malley presented to the Board with the need for an online portal where applications for grants, and soon the Revolving Loan Program, would be housed. This would include clear descriptions of the programs offered and support the uploading of documents if applicable to the application. Currently much of this work is done through phone calls and emails.

Commissioner Schmelder requested a motion to accept the reports for V. New Business Items C., D., and E. The motion was put forward by Commissioner Mills and seconded by council Member Panioto. All were in favor and the reports were accepted into the record.

**VI. New Business by Commissioners**

No new business was presented.

**VII. Old Business by Commissioners**

Commissioner Goldwasser asked for an update on Firefly Hollow Brewing. Justin advised that one group has an interest and the building owner themselves is interested in purchasing the equipment so it stays onsite.

Commissioner Mills asked about the Convention Center on Middle Street. Justin advised it is opening in October.

Commissioner Schmelder asked about the equipment that had been taken from the current Parkside location. Justin advised that most of the equipment was returned and in use by Parkside now. Commissioner Schmelder asked for an update at the August Board Meeting for action being taken about the remaining equipment that wasn't recuperated.

**VIII. Committee Reports**

**A. City Council Member Report**

Council Member Panioto provided an update on the sale of alcohol for Rockwell Theater events being that it is on school grounds at BAIMS. Ordinances and state issues need to be clarified and is a discussion that the Board of Ed is having. Commissioner Mills feels this item is critical to running a theater.

Commissioner Schmelder asked for a motion to move into Executive Session. The motion was made by Council Member Panioto and was seconded by Commissioner Rasmussen-Tuller. All were in favor and the Board moved into Executive Session at 6:08PM.

**IX. Executive Session**

**A. Downtown Grant**

Commissioner Schmelder reconvened the Regular Board Meeting and stated for the record that no votes were taken in Executive Session. Council Member Panioto made the motion to come out of Executive Session which was seconded by Commissioner Rasmussen-Tuller. All were in favor and the meeting continued at 6:19pm.

Commissioner Rasmussen-Tuller read the following motion:

To approve a Downtown Grant of up to \$67,000 – comprised of up to \$60,000 representing a 50% match (or maximum amount of \$60,000, whichever is less) of a total project cost of up to \$540,000 and up to \$7,000 for the addition of seven full-time positions to its payroll – to DCP Spring Acquisition Co., LLC doing business as Colonial Spring for building improvements associated with a business expansion of approximately 21,000 square feet at 95 Valley Street and to refer to the Board of Finance for information.

The motion was seconded by Commissioner Goldwasser. All were in favor and the motion to approve the grant was approved.

**X. Adjournment**

Commissioner Schmelder entertained a motion to adjourn. Commissioner Rasmussen-Tuller made the motion to adjourn which was seconded by Council Member Panioto. The motion was approved by all and the meeting adjourned at 6:20pm.

Respectfully Submitted,

Sharon Arsego  
Recording Secretary