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**Town of Seymour
Economic Development Commission**

**Minutes
Tuesday, February 7, 2012 – 7:00 PM
Flaherty Room – Seymour Town Hall**

Members present: Jon Szuch, Rosalie Averill, Michael Horbal, Ted Holly, Ron Balabon and Kathleen Conroy-Cass.

Member Absent: Marietta Sabetta

Also present: First Selectman Kurt Miller, Fred Messore ED Director, Maryanne DeTullio, Recording Secretary

ITEM #1 Call Meeting to Order
Meeting called to order at 6:30 p.m. by Chairman Jon Szuch.

ITEM #2 Pledge of Allegiance
Pledge of Allegiance led by Chairman Jon Szuch.

ITEM #3 First Selectman Comments
First Selectman Kurt Miller was not present at this time and was expected later in the meeting. Chm. Szuch stated that when he arrived the Commission would hear his comments.

ITEM #4 Approval of Prior Meeting Minutes – January 3, 2011 EDC Meeting;
Mrs. Averill noted that on Page 3 of the minutes it should read that Mr. Messore assisted Yankee Quilter and also on Page 3 it was the VCOG meeting. A motion to approve the minutes with the noted corrections was made by Mrs. Averill, seconded by Mr. Holly and carried unanimously (6-0).

Item #5 Economic Development Director's Report – Fred Messore
Mr. Messore thanked everyone for taking his phone calls regarding the disclosure forms. He stated that he had been getting some questions about the relationships of some of the board members and the general public and some of the credentials listed on our website. He stated that some of the projects that he is trying to move along there are questions that there are relationships with some board members and the property owners. He stated that he did his best to assure the person with the questions that any board members have disclosed any relationships or potential conflicts of interest that they may have. Mrs. Averill stated that it has always been clear when something is discussed at a meeting and if a board member has a conflict they recuse themselves from any discussions. Mr. Messore stated that he wants to make sure that everyone fills out their disclosure form so they can be submitted to the First Selectman and any updates to the EDC website regarding credentials will be updated.

Mr. Messore stated that there was a staff meeting with Joe Migani on his project at 22 Bank Street. He stated that they will be having these meetings with an applicant on a project so that they can try to streamline the process for a developer. Mr. Migani has

developed Phase I, which is a mixed use development. They have a meeting with the various boards on Phase II and one of the main concerns is the parking situation.

Mr. Messore stated that no formal application has been filed and they are working on their plans and will be looking for funding and need to get approvals prior to receiving funding. Mr. Migani is gearing this project more toward elderly housing and is working with the Seymour Housing Authority. Mr. Messore stated that in his view he would like to see more diversified housing in the downtown area. Mr. Horbal stated that it appears that the main issue is parking and the ability to provide adequate parking for the project. There is a real concern with parking in the downtown area. Mr. Messore stated that the amount of parking that they are proposing also affects Phase I of his project. Mr. Horbal stated that he likes the idea of having the staff meetings with developers. This gives the developer an opportunity to present his idea to all attendees and get feedback. He felt that all key town staff should be present. Mr. Horbal asked what he Mr. Messore represented for the EDC regarding this project. Mr. Messore stated that he did point out the parking situation and also stated that he would like to see more diversification in the housing. Mrs. Averill stated that there was an article in one of the newspapers that pointed out that there is too much senior housing in downtown areas and not enough to bring in younger people. Mr. Messore stated that in order to have a vibrant downtown you need to have a good mix of demographics.

Mr. Messore stated that he had a meeting with the buyer of 300 Bank Street. He stated that this property is under contract. He stated that he represents the buyer on this property and has disclosed this on his form. He stated that they hope to close by the end of the month and will be renovating the entire structure for a professional use. Mr. Horbal stated that was also asked by the buyer to look at the site. The buyer had considered putting on an addition and advised him on what he would have to do. He has decided not to do anything to the outside.

Mr. Messore stated that Yankee Quilter and Griffin Hospital had ribbon cuttings at the beginning of the month. He stated that these are good additions in town. Griffin Hospital is providing much needed medical practitioner in town.

He stated that he has met with Chairman Jon Szuch and the First Selectman Kurt Miller on the 2012-13 EDC and EDD budgets and discussed what our thought process is as a commission. He also met with the owner of 17 Bank Street, which a former service station. The building has been empty and the purpose of the meeting was to see what his plans for the property are. Mr. Horbal stated that the owner is remodeling it and has many ideas about what to do there but nothing definite.

Mr. Messore stated that he and the First Selectman met with Tom Haynes to discuss the project behind Stop and Shop to try and connect the roadway from Rt 67 to Rt 42 in Beacon Falls. He stated that there are preliminary plans but not a lot of further planning of due diligence. He stated that they wanted to see how they could possibly work together to do more feasibility on that project. Mr. Messore stated that they are trying to keep the project alive.

First Selectman Kurt Miller arrived at the meeting at this point and Mr. Horbal moved that the Commission go back to Item #3 on the agenda and hear from the First Selectman. The motion was seconded by Mr. Holly and carried unanimously (6-0).

ITEM #3 First Selectman Comments

First Selectman Kurt Miller presented updated copies of his 100 day plan which he will present to the Board of Selectmen this evening. He also stated that the Tax Incentive Committee will be presenting a draft proposal of what they have come up with. He stated that the Board of Selectmen will have until their February 21st meeting to come up with any questions or issues that they have. The Tax Incentive Committee will then come back with a final report and present that to the Board of Selectmen at their 3/6/12 meeting. He stated that if any member of this Commission has any questions or concerns to get those back to him prior to February 21st. Mr. Szuch asked everyone to review this and send any comments to Mr. Messoro who will forward them on to the First Selectman. He asked that they get to him by February 20th.

He stated that the one outstanding issue for the fish bypass has been signed off. He stated that he just needs to make sure that we have everything and will be going out by the end of the month.

He reported on Housatonic Wire and there were a few legal ramifications that had to be taken care of. He stated that the paperwork should be with the Attorney General and once it is there it is signed off on and sent back. He stated that he will be in Hartford for the opening of the general assembly and is planning on getting in touch with the local representatives.

He stated that he will be giving updates to the Board of Selectmen on the 100 day plan. He stated that if the members had any comments on that to get them to him. He is hopeful to conclude most of them and establish new goals.

Mrs. Averill asked if he had met with the unions regarding the extended evening hours at town hall. The First Selectman stated that last week was the first evening hours. He stated that on Thursday the town hall is opened from 8:00 a.m. to 7:30 p.m. He stated that the unions have given the option to add Tuesday evening hours if Thursday is busy. He stated that they will see how this works out.

Mrs. Averill asked about sending out the letters to the property owners on Derby Avenue and connecting with them. He stated that he is talking with Fred Messoro on this and the letters will be going out shortly. Mr. Horbal asked if it is better on the DARP program to have the tax incentives in place. First Selectman Miller stated that they will be close enough on this to speak to the people about it.

Mr. Holly moved to go back to Item #5 on the agenda. The motion was seconded by Mr. Balabon and carried unanimously (6-0).

ITEM #5 – Economic Development Director's Report – Fred Messoro

Mr. Messoro stated that he attended the Naugatuck Valley COG / CEDS Advisory meeting. He stated that it is implementing document for future long term projects. It will be a source to identify projects in your specific town and try to get federal funding.

He stated that by 2014 if projects are not listed in the Town of Seymour plan of conservation and development and you try to get state or federal funding it will be automatically be disqualified if it is not place din this process. He stated that it is important to have a voice and keep projects identified.

He stated that he met with Bill Nimons from Naugatuck Valley Savings & Loan to introduce himself and discuss some projects in Seymour.

Mr. Messore stated that he attended New Innovative Brownfields Opportunity at the State Capital. He stated that they unveiled a new process of how funding will be provided for both private projects and projects that a town may want to nominate for funding. He stated that there were representatives from 17 different states skyped into the presentation because they felt that what the State has done here is leading edge.

Mr. Messore stated that he met with Lisa Low on grants. She is a consultant who does a lot of grant writing in the Valley. He stated that her company does the process of putting the application in for various types of grants. Their fee is paid by the percentage of the monies that they receive.

He stated that he attended the ICSC NexGen meeting in New Haven which is the International Conference of Shopping Centers. He stated that they have met a couple of times locally so he has been able to attend.

He stated that the DECD, Department of Economic Development had a small business meeting in Seymour which was presented by Len Greene with the DECD. He stated that it was well attended and there are many different programs for small businesses to apply for.

Mr. Messore stated that he toured 30 Progress and 10 Beach Street with a broker who contacted him. He stated that the broker wanted to make him aware of these properties and what is available. He stated that there is some space available at Progress St. and the property at 10 Beach Street is for sale.

Mr. Messore presented copies of his proposed budget that he will be presenting on February 8, 2012. He stated that Chairman Jon Szuch has already reviewed it. He stated that he met with Town Planner Bob Looker and found out that he had never asked for any planning money ever. Mr. Messore stated that he will be asking for funding for planning now. He stated that he felt that two planning functions that fund could be obtained for a landscaping architect and a detailed up-to-date housing market analysis. Mrs. Averill asked what a housing market analysis is and Mr. Messore explained that a consultant is hired to review the entire need for housing in town for all demographics. He would identify what we have as current "housing stock" and what is needed. Mrs. Averill stated the Valley Health did that housing analysis and it could be gotten from them.

Mrs. Averill asked how he had come up with the amount of \$300,000 for 17 Bank Street in his budget. Mr. Messore stated that he met with the property owner. He stated that he feels that the town needs to focus on the downtown area. This property

is vacant and would be used for parking or create a green space. There is no park area in downtown and there should be an area where the community could gather.

Mrs. Averill asked why he has an item in his budget for a sewer survey when the Sewer Authority has a lot of money. Mr. Messore stated that he felt it was needed to be put in the budget to show the importance of the project. He stated that if they tell him that it should not be in his budget and should be with the Sewer Authority that's fine, but the dialog will have been started. He stated that he has tried to reach out to the Sewer Authority and their counsel about this. He feels that this really needs to move forward.

He stated that he has put in funding for a demolition account and environmental assessment so that if projects come up that require those things the funds would be in place where-as the no such funding exists in Seymour at present.

ITEM #6 – Public Comments

There was no one from the public in attendance.

ITEM #7 EDC Chairman's Report

Mr. Szuch stated that the 2/1/12 budget report shows a balance of \$11,859.55. He stated that Fred Messore has a concept that will probably run approximately \$8,000 to \$10,000. Mr. Messore stated that this goes back to the Town of Seymour plan of conservation and development being outdated from 2002 and needs to be updated. He stated that he met with the Office of Policy Management for the State to see how the Valley can update the plan. He stated that several years ago VCOG did a unified type plan of conservation and development for Seymour, Derby and Ansonia. He stated that Shelton did their own. He stated that Seymour has been working more on a regional level but he felt that Seymour should update their own plan. Mr. Messore stated that OPM is looking to give an extension to 2014 to update or at least begin the process. If this is not done it would disqualify the municipal from any state or federal funding. He stated that he looked at the MEDP that was done by this Board in 2007 but one of the things that wasn't done was an action plan on how we implement data found in that plan. He stated that he has a relationship with Phil Mikoloski who is with Milone and MacBroom and he has spoken with him about getting a proposal to work on an update. He felt that it might be beneficial to have him come and make a presentation to the Commission. He felt that if there is money in the budget those funds could be transferred to do this.

Mr. Horbal stated that he would like to have more time to read and study this. He stated that he does not like limiting it to one consultant. There are other people that we could have make a presentation and then we could decide who we feel will do the best job. Mr. Horbal felt that the Commission should solicit proposal form other consultants.

Mr. Messore stated that he had no problem with doing that. He stated that he has worked with Mr. Mikoloski in the past and had success with him and felt that he would do a good job. Mrs. Averill suggested that the Commission hold a special meeting and interview Milone and MacBroom and at least one other company. Mr. Horbal felt that the Commission should interview at least three companies. Mr. Szuch stated that BL

Companies have presented concepts to the Town of Seymour in 2006 and could be asked to make another presentation. Mr. Szuch stated that the three companies could make the presentations at a special meeting and then we can make a decision by the March meeting. It was decided to schedule a special meeting for Wednesday, February 29, 2012 at 6:30 p.m. or Tuesday February 28, 2012 at 6:30pm and have three companies make a presentation. Mr. Szuch asked Fred Messoro to facilitate contacting the three companies and schedule the presentations.

ITEM #8 Old Business

Mrs. Averill stated that hopefully some communication will be done with Mr. Messoro and the First Selectman with the Derby Avenue property owners. Mr. Messoro stated that the letter will be from the First Selectman who will invite the property owners in the area that we identified to come to an informal meeting.

Mr. Horbal stated that he felt that the DARP project should be listed as a separate item on our agenda each month.

ITEM #10 New Business

There was no new business to discuss.

ITEM #11 Correspondence

There was no correspondence submitted.

A motion to adjourn the meeting was made by Mrs. Averill, seconded by Mr. Balabon and carried unanimously (6-0).

The meeting was adjourned at 8:37 p.m. by Chairman Jon Szuch.

Respectfully submitted,
Maryanne DeTullio, Recording Secretary