



Town of Griswold



28 Main Street
Griswold, CT 06351
Phone (860) 376-7060, Fax (860) 376-7070

**GRISWOLD ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING
GRISWOLD TOWN HALL**

**APPROVED MINUTES
OCTOBER 19, 2016**

I. REGULAR MEETING (7:00 P.M.)

1. Call to Order

Chairman Thomas Giard, Jr. called this regular meeting of the Griswold Economic Development Commission to order at 7:00 p.m.

2. Roll Call

Present: Chairman Thomas Giard, Jr., Paul Lach, James W. Barnie Ken Bousquet, Town Planner Mario J. Tristany and Recording Secretary Donna Szall

Absent: Charlotte Geer

Also Present: Chad Frost of Kent & Frost, First Selectman Kevin Skulczyck

3. Determination of Quorum

T. Giard stated that there was a quorum for this regular meeting of the Economic Development Commission.

4. Approval of Minutes

A. Approval of meeting minutes of September 21, 2016

T. Giard asked for any corrections or omissions on the minutes

MOTION: K. Bousquet moved to approve the minutes of September 21, 2016. P. Lach seconded the motion. All were in favor. The motion was carried.

5. Public Comment

T. Giard stated for the record that there was no one present to make public comment.

Matters Presented for Consideration

A. Presentation by Brian Kent of Kent & Frost regarding the Heritage River Park at 32 School Street.

Chad Frost of Kent & Frost was present to make a presentation to the commission regarding the final plan and cost estimate for 32 School Street. He submitted a conceptual drawing and cost estimate to the commission for 32 School Street.

He explained that Kent and Frost have looked at the property, looked at the abutter and survey information and considered concept designs for the best use for the property. He stated that this was a good spot for passive recreation, as well as open areas to be flexible for venues and events to happen as well as bring in draws to attract people to use the area daily:

C. Frost explained that an ADA accessible playground will be located in the middle of the area. He stated this works well to bring families to the area. He cited an example of ADA accessible playground in Groton.

He explained that because the site is sloping, parking for the site was provided for 29 parking spaces in the upper site area with three ADA handicapped additional spaces in the lower site which maximizes the amount of safe parking.

He stated that a public restroom will be located at the upper site by the parking lot and that a pavilion or carousel will be across from the playground. He stated that the pavilion would be a good location for possible rentals by residents for things such as birthday parties and the like as well as be used by residents when they visit the park.

C. Frost explained that on the peninsula near the river, there will be a large lawn area which will have a permanent stage pad to be used for special or impromptu events. He cited an example of this use at Storrs where bands and poetry readings are held. He stated that the municipality would be responsible for programming so that there is always something going on there.

He explained that an ADA accessible fishing pier would be located on the peninsula because we had heard that many people go there to fish. He stated that it will be on piers constructed of wood or wood composite. He stated that it would require Army Corp of Engineers approval. J. Barnie stated that because it is ADA accessible, funding is available. C. Frost stated yes, funding would be available. He stated that there will not be an access point to the water from the site. J. Barnie asked asked the contours. C. Frost stated that they were 2 foot contours.

C. Frost stated that there will be a pedestrian bridge located on the peninsula to cross over the river that will access Burleson Lane. He explained that there is a private parcel that comes to a point; he stated that the bridge is at an angle to access town property on Burleson. He suggested having a discussion with the property owner for an easement for the pedestrian bridge. P. Lach asked if Burleson Lane would be used to access Veterans Park on Ashland Street. C. Frost stated yes. P. Lach asked if Burleson Lane was set up to access a lot of pedestrian traffic. C. Frost explained that Burleson Lane does not have sidewalks but it is a narrow lane that is technically like a glorified driveway. He stated that there would be a crosswalk at the street to cross to the Veterans Park.

C. Frost stated that they are recommending selective clearing of shrubs, invasive plants and poison ivy at the shoreline of the site. He stated there will be trees, some benches; there will be a set of steps down from the parking lot to another lawn area and a looped pathway that will be graded to be ADA assessable to the restrooms and from the top and the bottom.

T. Giard asked about fencing along the water. C. Frost stated that a guard rail is recommended at the parking lot. He stated that there will be no fencing at the water's edge; there will be a planning bed about 10 to 15 feet wide with low plantings to keep people from the edge of the water so as not to obstruct views and to be part of the environment. P. Lach asked what the drop was to the water. C. Frost stated that it is about 6 to 10 feet depending where you are but it is sloped bank and not a drop to the water. C. Frost stated that there is a fence on the northern property boundary and this will be replaced with a new fence. He stated that there is a potential right of way in favor of the town across the private parcel. M. Tristany suggested that there be a gate in the fence.

M. Tristany asked C. Frost that when he uses the word accessible, does he mean ADA accessible. C. Frost stated yes. He stated that because everything will be a hard surface such as cement, it is true ADA accessible. J. Barnie asked if stone dust could be used to be ADA accessibility. C. Frost stated yes stone does can be used; but in the sloping areas, there will be annual maintenance due to washout.

C. Frost explained the cost estimate sheet to the members. He stated demolition is required for the site. He stated that when the project is fully adopted by the town, then you would get funding. P. Lach asked if there could be things that can be labeled in Phases. C. Frost explained what items can be done in phases and where groups and businesses can donate for.

C. Frost stated that he was here to get the commission's support so that it can be adopted by the town, then you can seek funding for the site including donations.

P. Lach asked what he would consider the items for phase 1, 2, 3. C. Frost stated that parking, playground, pavilion, general grading and a loop pathway with some lighting and benches. He stated that they like to see the pavilion go in first since it a great donor opportunity for first phase money. He stated that restrooms are usually a phase 2 item. He stated that the stage is an easy added on when funding is available. M. Tristany asked if the bathroom was prefab or stick built. C. Frost stated that it can be either or. There was discussion of this matter including the available of sewer for the restrooms at the site.

C. Frost explained that demolition was for about \$100,000. Site improvements for the restroom, pavilion, stone wall, fishing pier pedestrian bridge, chain link fence and guard rail structures was about \$665,000; Pavements that include the sidewalks steps, permanent stage pad, walking paths asphalt and curbing is about \$163,000; Site Furnishings such as signs benches, tables trash receptacles is about \$60,000; and the ADA accessible playground is about \$236,000; there funding for this item. K. Bousquet asked if the numbers were in place numbers. C. Frost stated yes. There was discussion of this matter.

P. Lach asked the numbers of people who could utilize the site at one time. C. Frost explained that on a daily basis it would be about 30 -40 people based on 3-4 people per vehicle; it will be 200 to 400 people of people for a special event but parking elsewhere.

M. Tristany stated that for grant money, staying below \$400,000 keeps the grant out of prevailing wages.

T. Giard stated that First Selectman Kevin Skulczyck arrived at 7:16 p.m. K. Skulczyck stated that the last Green Valley has money for funding including Brownfield's clean up to develop land into passive open space. J. Barnie asked if the estimate is using prevailing wage. C. Frost stated that the cost is the typical public sector pricing and can accommodate prevailing wages if needed. He stated that the more items you can do in a single phase, it is more cost effective. J. Barnie asked C. Frost if he had a list of funding sources that can be explored. C. Frost stated yes, he can provide a list and suggested that the more the community puts into the project, increases your chances for funding. There was discussion of this matter.

J. Barnie stated that the next step would be engineering of the site for electrical, plumbing, drainage, etc. C. Frost stated that when the concept is approved by the BOS; for phase 1, they can go into the construction detailing along with design services at 7 to 10 percent. T. Giard stated that when it is approved by the BOS, you would come back with a formal contract. C. Frost stated yes and it would be based on the sliding scale of the work.

P. Lach asked when this project will be shown to the town's people. K. Skulczyck stated that we would tell them that we will be looking for funding. He stated that the open space fund as seed money is specifically for this type of project. He stated that we could advertise that we have a plan for a park on School Street. There was discussion of this matter including breaking the project into phases and donation drives. C. Frost stated that we provide public information about it for Facebook and in flyers so that the people can buy into it. There was discussion of this matter including a descriptive narrative and the plan as a total package for the public.

T. Giard asked for a motion to accept this project as presented by Kent & Frost, and to move it to the BOS for public input and their review.

MOTION: J. Barnie so moved. K. Bousquet seconded the motion. All were in favor. The motion was carried.

M. Tristany asked for a final concept drawing. C. Frost stated that they will make a final concept drawing.

T. Giard thanked C. Frost for his presentation. He left the meeting.

B. Continuation of review of potential zoning impediments to economic development

M. Tristany stated that he has a draft of a text change amendment for mixed use development to the C Commercial Zone for the project on Route 164 property. He stated that the only place for multi-family development had been in the R-20 zone, and in 2009 did away with the R-20 zones. He stated that this project is retail commercial, office space, Alzheimer Dementia Care and elderly assisted living, over 55 housing and non-age restricted market condos above the retail space. He stated that zoning addresses everything but the mixed use conventional market rate condominiums with a minimum of 50 acres. He stated that he changed 8 units per acre to 10 units per acre. He read the text amendment for the record. T. Giard stated that we have been communicating with the project people and Phase 1 is up to 79 million and working with funding sources such as USDA. M. Tristany stated that Phase 1 will consist of retail and marketable housing. There was discussion of this matter.

T. Giard stated that this can go before the Planning and Zoning Commission for November and will be at the Planning and Zoning Meeting to explain the project. J. Barnie asked how it limits market rate housing for this site. M. Tristany stated that the text amendment requires that there be at least three criteria: 10 percent open space, public water and sewer, and 50 acres are needed. He stated that it is by special exception and requires a public hearing. J. Barnie asked if it was required for public water and sewer by JCDPU, or can there be an onsite treatment facility. M. Tristany explained that the time element for tertiary treatment system permitting is five years and a licensed operation would kill this project. There was discussion of this matter.

T. Giard asked for a motion to move this text amendment Section 7, subsection 7.7.3.28 Mixed Use Developments as presented. J. Barnie so moved. K. Bousquet seconded the motion. All were in favor. The motion was carried.

C. Discussion of the Borough minutes to identify economic development.

There were no borough minutes for discussion.

D. Discussion and update of Main Street lighting project.

M. Tristany explained that all the lights are up and are all wired. He stated that when Jewett City Electric put up the first 12 did not wire the receptacles, so Prime Electric has wired all the receptive so that lighted decorations can be plugged in. J. C. Electric is upgrading their power panels to handle the receptacles and should be done this week. He showed the commission the 20 sunflower banners that will go on the poles for the Sunflower Capital of New England. He showed the commission the American Flags made of polyester material with embroidered stars made in the USA in Indiana that were purchased by a grant from the Connecticut Realtors Association in the amount of \$1,500. He stated that there are 37 flags with never-furl attachments, white flag poles, pole brackets and an acorn filial for the top of the pole for \$1,565 for everything. He stated that there was 250 feet where underground work from the Savings Bank to Dean's Diner that was not done. He said that the DPW did the work in two days which saved us nearly \$40,000. M. Tristany suggested sending the DPW a letter of appreciation for all the work that they have done. There was discussion of this matter.

T. Giard asked M. Tristany to send the DPW a letter of appreciation on behalf of the Economic Development Commission. P. Lach asked if there was a formal lighting ceremony. M. Tristany stated that K. Skulczyk has something in the works.

J. Barnie asked if volunteers could put up the flags and if there are liability issues. M. Tristany stated that there would be liability issues. There was discussion of this matter. M. Tristany stated that he will speak with Prime Electric about this.

E. Discussion and update of the Creative Arts & Culture Commission

P. Lach stated that he has not heard from Ricki Bevis because February is not far away for the talent show.

7. Correspondence

A. Valerie Pudvah, Town Clerk requests 2017 Schedule of Meetings

T. Giard asked for a motion to approve the 2017 Schedule of Meeting. J. Barnie so moved. K. Bousquet seconded the motion. All were in favor. The motion was carried.

7. Other Matters

There were no other matters.

8. Adjournment

T. Giard asked for a motion to adjourn.

MOTION: P. Lach moved to adjourn the Griswold Economic Development Commission. K. Bousquet seconded the motion. All were in favor. The meeting adjourned at 8:12 p.m.

Respectfully submitted,

Donna M. Szall
Recording Secretary