



# Town of Griswold



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## GRISWOLD ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES

JUNE 17, 2009

GRISWOLD TOWN HALL

### 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 7:10 p.m.

#### 2. Roll Call

**Present:** Chairman Thomas Giard, Jr., Vice Chairman Melvin Jetmore Paul Lach, Chris Hargus, Town Planner Carl Fontneau, and Recording Secretary Donna Szall.

**Absent:** Matthew Baber

#### 3. Determination of Quorum

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

#### 4. Approval of Minutes

##### A. Minutes of Regular Meeting of May 20, 2009

T. Giard asked for any corrections or omission. P. Lach made a motion to accept the minutes. C. Hargus seconded the motion. All were in favor. The motion carried.

#### 5. Correspondence

There was no correspondence.

#### 6. Matters Presented for Consideration

##### A. Continued discussion of Business Incentive Policies

P. Lach explained the research he did from other town to obtain copies of their business incentive policies. He explained that he sent 22 surveys via e-mail and received two responses from Groton which had a lot of the policies from other towns and Waterford had a policy to assist new business grand openings. There was discussion of this matter. C. Fontneau will go over the material and use it as format material to create a ordinance for the BOS. T. Giard stated that it can be two policies one for the tax abatement and one for the incentives policies but that they should be treated separately.

P. Lach stated that he sent the survey out under his own e-mail and wondered if there was an email for the EDC that there would have been a better response. T. Giard stated that the EDC

should have an email. He asked D. Szall how this could be done. She explained that the Charlie Hooper the computer tech could set up an e-mail account that planning and development can access.

C. Fontneau stated that he has a draft letter to Ken Sullivan, Director, JCDUP to consider changes to their amortization schedule for buy-in/tie-in fees. He stated that there is a two year amortization period. He will give a copy to the Planning & Zoning Commission. There was discussion of this matter including that there are different buy-in/tie-in fees for the Town of Lisbon and the Town of Griswold. T. Giard asked C. Fontneau to obtain the formula used for Lisbon and the formula for Griswold to add to the letter under the EDC letterhead for changes to the 2008 amortization schedule and to request that the EDC attend the JCDPU meeting to discuss the changes to equalize the fees. T. Giard asked C. Fontneau to get authenticated figures. C. Fontneau will send the letter for T. Giard's review. There was discussion of this matter including that more volume allows the sewer treatment plan works more efficiently.

M. Jetmore stated that if federal funds were used they may be in violation of discrimination by charging different fees. There was discussion of this matter. T. Giard asked C. Fontneau to look into this matter.

#### **B. Status of Draft #3 of Municipal Development Plan**

C. Fontneau explained that he responded to email comments from Peter Simmons regarding the priorities 1, 2, 3 and second priorities in a draft letter that include the small Triangle piece for Phase 3 and vital site assessments by Haley and Aldrich who required a waiver of competitive bidding that the BOS would not sign due to problems with the school projects. He stated that he will be submitted a bid for ESA that will include the remediation action plan to the DEP and the estimate of the cost of the remediation. He stated that it will be helpful to get additional grants for the remediation and to attract a public/private partnership with the developer. M. Jetmore stated that it may be a mistake to separate the two parcels and that they should be sold together as a total package at one entity. T. Giard asked if the entity is still doing the demolition for the Triangle property. C. Fontneau explained that that entity would like to have favorable status to the obtain property. M. Jetmore stated that this must go to bid and the entity cannot have favorable status. There was discussion of this matter including that nothing can be done without a town meeting.

C. Fontneau explained the second priority in the draft letter is the St. Mary School with a site plan that was approved by the Planning and Zoning Commission so that now they can apply for the HUD funding as well as gap funding through the DECD to complete this project. There was discussion of this matter including that all local approvals have been obtained.

C. Fontneau explained the third priority project for the Down Town Action had some information added for parking plan façade improvement and streetscapes. He stated that Paula Stahl, architect for the UConn extension service designs guidelines of façade programs and she will be at the July 15 EDC meeting. He spoke with John Simone of CT Main Street but that he has not confirmed for the July 15 meeting because he would like to see the Griswold and Borough business men who are pushing for this project to be at the meeting. There was discussion of this matter including that M. Baber attended a CT Main Street function on how to do projects in tough economic times.

T. Giard asked C. Fontneau to contact the BOS for their help in informing the business owners on Main Street for them to come to this presentation as well as for the BOS to get press attention. C. Fontneau stated that he will contact John Simone to have him at the meeting on July 15. T. Giard will contact the Griswold Businessmen's Club. C. Fontneau stated that P. Anthony would notify the business owners in the Borough.

M. Jetmore stated that an architect is needed and the business men should decide on a design theme for downtown. C. Fontneau stated that he would contact Peter Mooney has design students who could, as a project, design the Borough downtown. C. Fontneau stated that Steep grants are available for this type of project but the problem occurs when using it for the borough

and not the town. T. Giard stated that was the reason for encompassing the Griswold businessmen in the project.

C. Fontneau will send the letter to Peter Simmons and can sign it for T. Giard. T. Giard stated yes sign it that way.

**C. Discussion for next steps on Main Street Action Area**

C. Fontneau explained that we touched on this already and he will have Paula Stahl and John Simone present at the July 15 meeting. T. Giard stated that the business men and offer their ideas on the downtown façade program. M. Jetmore stated that it would be better to asked the business men what the see as problems and for them to participate in offering their ideas for lighting, parking and traffic control. There was discussion of this matter including identifying affordable housing such as the American Legion Veterans Housing.

**D. Other topics as presented**

**7. Adjournment**

T. Giard asked for a motion to adjourn. M. Jetmore made a motion to adjourn. P. Lach seconded the motion. All were in favor. The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Donna M. Szall  
Recording Secretary