

Town of East Hampton
Economic Development Commission
Regular Meeting

Tuesday, November 15, 2022

6:30 P.M.

TOWN HALL 2ND FLOOR MEETING ROOM #201 AND VIA ZOOM

MINUTES

Present: Walt Jedziniak, Marlene Geary, Jordan Higgins, Ted Turner, Jase Doane and Chairman Matthew Reich with Town Manager Dave Cox.

Absent: None.

Call to Order: Chairman Reich called the meeting to order at 6:31 P.M.

Adoption of Agenda: *A motion was made by Ms. Turner, seconded by Mr. Jedziniak, to adopt the agenda as submitted. Voted 6-0 in favor.*

Approval of Minutes: *A motion was made by Mr. Turner, seconded by Mr. Doane, to approve the October 18, 2022 regular meeting minutes as submitted. Voted 6-0 in favor.*

Public Comment: None

Presentation

- a. **Update on the Village Center Streetscape Improvement Project by Town Manager:**
The Town Manager presented the final approved version of the Village Center Streetscape Improvement project. The sidewalks will stay the same. The crosswalks will be changed to shorten the time and distance to cross the street. The town will be using the historic bricks for the new crosswalks and the edging and paving strips for the sidewalks. The town will need to work with DOT on the specific changes to the roads and the signage that will be incorporated in the new streetscape. There will be educational meetings held for the town residents so they know what will be changing in the village center. It was suggested to monitor the traffic that travels through the Village Center to get an idea of the flow of travelers and the amount of cars/vehicles that drive by.

New Business

- a. **Discussion on Business Incentive Program and Ordinance:** The Chairman of the Town Council, Mark Philhower, joined the meeting to discuss and give advice on the incentive program packet and the coinciding ordinance. The application packet should be able to invite business owners and developers into town. The document should be simple and easy to understand so that it encourages more businesses to come to town. This should help boost economic growth and local business growth within the community and East Hampton. Portland has an easy and user friendly application packet for their incentive

program. Chairman Philhower pointed out that the business owner should start their business in town. Once that has been established, the owner can come to apply for the incentive program. The members discussed the involvement of mixed use properties in applying for the program. Mixed use businesses have store fronts on the street level of their building while operating apartments in the top floors of their building. It was suggested that for any future mixed use applications, that the residential aspect of the business would be excluded. There was brief discussion about drafting a one page handout that simply tells the business owner about the program and how it could help them and their business. There was discussion about the point evaluation section of the program. The commission members evaluate the applications submitted by the business owner. The application will get awarded points and the points correlate with which section or bracket the applicant would fall under. Chairman Philhower expressed his concerns over the possibility of an applicant not getting points from an evaluation after spending money getting a business started in town. It was stated that an applicant will be able to get some amount of points. There was a suggestion to make revision to the program packet that applicants can't be awarded no points if they've spent a significant amount of money and investment to build/start up a local business. It was mentioned that there shouldn't be any 'repeat customers' with the program. Business owners shouldn't be allowed to reapply for the program once their incentive time period has ended or later on in the future. The timeframe for the incentive/ tax break should start after the certificate of occupancy has been issued for that business.

- b. Approval of 2023 Meeting Dates:** *A motion was made by Mr. Turner, seconded by Mr. Jedziniak, to approve the 2023 meeting dates as submitted. Voted 6-0 in favor.*

Continuing Business

- a. Update on Actions to Support Bells on the Bridge Project:** There was a quote for signs to promote the event. The quote was for twelve banner signs that would wrap around the pillars on both sides of the bridge and fastened together with a type of bungee cord in the back. The members discussed the necessity of twelve signs, when two signs posted on either side of the bridge will suffice. The signs would be used to help promote and announce the event to gain more participation from the community. The members asked what the banners were made of and how well they would fair in the weather. The members brought up the idea of talking with the participating local businesses to see if they would start their own promoting and marketing of the event to help gain more awareness and foot traffic in the Village Center. The event could help the local businesses to gain more patronage and more business to their stores.
- b. Discussion on Updating Commission Webpage on Brownfield Initiative:** The outdatedness of the commission's webpage on the Brownfields initiatives should be changed. It was suggested to change the verbiage on the webpage to make the Brownfields be a separate entity. The members discussed having a Brownfields members give a quarterly report to the commission to stay in the loop on what is occurring.

Discussion and Potential Action on Election of Commission Chair and Vice Chair: Chairman Reich and Vice Chairman Doane are both resigning from the commission. The members briefly discussed which members would be interested in the positions. *A motion was made by Chairman Reich, seconded by Mr. Turner, to nominate Ms. Geary as Chairperson. Voted 6-0 in favor.*

A motion was made by Mr. Reich, seconded by Mr. Turner, to nominate Mr. Jedziniak as vice chairman. Vote 6-0 in favor.

Correspondence: None

Town Manager's Report: The Brownfields Agency spent a large amount of time drafting a grant application. The application involves the evaluation of 13 Summit, 1 & 13 Watrous, and 3 Walnut. The work needed for the properties are finishing the last phase 1, getting phases 2 and 3 for each property finished. The environmental evaluation will be performed in the phase 2 of the work. The dam on 3 Walnut will be evaluated and inspected with the funding from the grant as well. The application for the grant will be submitted by the end of the week. The agency members received help on the drafting of the application from UConn TAB group. The projects that were approved by Planning and Zoning are still continuing in town. The water project is continuing as well. The town received \$1.8 million funding to help with the project. There were test drillings done at Pine Brook. The aquafer there was unsuccessful since drilling hit bedrock. Test drilling was also performed at Oakum Dock, which was really successful. There are still some tests that need to be done on site and with the water.

- a. **New Business Update/New Businesses with Planning & Zoning Approval/ Review of P&Z Minutes:** The members reviewed the Planning and Zoning minutes and motions from their last meeting.

Brief Remarks by Departing Commission Members: Both Chairman Reich and Vice Chairman Doane made their departing remarks to the commission members. They thanked the commission for their endless support, work, and help during their time on the commission.

Public Comment: None

Adjournment: *A motion was made by Mr. Turner, seconded by Ms. Geary, to adjourn the meeting at 8:12 P.M. Voted 6-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk