

Regular Meeting
JOINT ECONOMIC DEVELOPMENT COMMISSION
AND TOWN CENTER REVITALIZATION COMMITTEE
Thursday, September 9, 2021, 7:00 p.m.
VIA ZOOM ONLY

PRESENT:

TCRC: Marilyn Ozols, Chair; Darlene Briggs, Hiram Fuchs, Katherine Richard and Libby Waldron

EDC: James Crawford, Chair; Darlene Briggs, P. Cocchiola, Katherine Richard, Kristen Meyer and Libby Waldron

Also Present: Eric Knapp, Planning and Zoning Development Coordinator

JOINT MEETING:

1. Call to Order

M. Ozols called the joint meeting of the Economic Development Commission and the Town Center Revitalization Committee to order at 7:00 p.m.

2. Community Connectivity Grant – Town Center Sidewalks – Project Update

M. Ozols said they are still addressing one final technicality. Everything else has been done.

3. STEAP 2020 Sidewalk Grant

M. Ozols reported that they will be interviewing two (2) engineers of the four (4) applicants on September 16. After that, engineer selection paperwork can be sent to the State. They are hoping to begin building sidewalks in Spring 2022.

4. Septic Study Progress Report

M. Ozols stated that she heard from Brian Curtis, P.E. from Jacobson and Associates. She received the report just before tonight's meeting, and she has not had the opportunity to review it and compare it to the previous report. She will have information to disseminate prior to the next TCRC/EDC meeting and for the American Rescue Plan Public Hearing on September 28. There will be a meeting on September 21 for the chairs of the three committees and staff to review a presentation outline. The presentation will be made at the September 28 Public Hearing where there will be an opportunity to request funds for the septic system for the Town Center. Clean Water Funds cannot be used for economic development activities, only to address existing issues. M. Ozols encouraged TCRC/EDC members to attend the September 28 Public Hearing.

5. Town Center Parking Lot – Maintenance Update

M. Ozols thanked J. Crawford, Deb Rie, D. Briggs and L. Waldron for weeding at the Town Center Parking Lot. L. Waldron suggested that they apply to the Westbrook Foundation for a grant to pay for the Town Center Parking Lot maintenance. J. Crawford indicated that the Foundation had grown skeptical of the Town's ability to maintain projects. It was suggested that the Town Center Parking Lot could be put on the Adopt-a-Spot list. D. Briggs suggested contacting the environment club at the high school to ask if they would volunteer to help maintain the Town Center Parking Lot by weeding and taking care of the plants. J. Crawford will reach out to them. M. Ozols suggested contacting the Pollinator Pathway group. There

was discussion about paying for a landscaping company to do maintenance and also having volunteers help and develop a scheduled maintenance plan.

6. Westbrook Place Mural Project

J. Crawford reported that General Dynamics has not yet met to discuss funding projects. His contact said that GD has had an unusually busy schedule. The funding requests have to be presented to the President of GD. J. Crawford suggested giving it a couple more months, and if things do not work out, discussing other funding options.

7. Town Center Facades and Building Rear Improvement Program/ Tax Incentive Program

The TCRC/EDC is waiting to hear about funding for the mural project before proceeding so that they can be coordinated. E. Knapp talked with the Clinton Economic Development Coordinator about what the town of Clinton is doing to renovate Town Center Facades. Old Saybrook is doing a lot of façade renovation on their Main Street as well.

8. Historic District Gateway Signage

D. Briggs stated that Lighthouse Printing has the text for the Historic District Gateway Signage and they are willing to make the signs. They will produce an estimate and a draft sign. M. Ozols said they have to start working on encroachment permit applications.

9. Minutes - August 12, 2021

J. Crawford made a motion to approve the August 12, 2021, TCRC/EDC Minutes as submitted. D. Briggs seconded the motion, and it was passed unanimously.

10. Bills

TCRC		EDC	
Recording Secretary	\$ 30.91	Recording Secretary	\$ 30.91

D. Briggs made a motion to approve the bill for the Recording Secretary as presented. L. Waldron seconded the motion, and it was passed unanimously.

H. Fuchs asked to talk about the parking lot in the Town Center near what will be Hartford Grinder. He asked if the TCRC/EDC could have it marked to delineate what is private parking and what is Town parking, so the Town can use it. E. Knapp said he would talk with Director of Public Works John Riggio about installing a sign to identify it as municipal parking. M. Ozols said that parking area has a difficult configuration with lots of rock. Striping that lot may cause loss of parking space especially when proper space width and turning radius space has to be designed.

11. Adjournment

J. Crawford made a motion to adjourn the joint meeting of the Town Center Revitalization Committee and the Economic Development Commission at 7:28 p.m. D. Briggs seconded the motion, and it was passed unanimously.

ECONOMIC DEVELOPMENT COMMISSION:

1. Call to Order:

J. Crawford called the meeting of the Economic Development Commission to order at 7:28 p.m.

2. Update on New Development Applications

E. Knapp said he's had a lot of calls from real estate agents about prospective projects. The eyelash business will be going before the Zoning Commission next month. The remediation is being done at Westbrook Auto Body. The landowner would like to help Westbrook Auto Body move to a different location in Westbrook, and he would like to repurpose the land. The Commission talked about possible locations for Westbrook Auto Body.

3. Adjournment

D. Briggs made a motion to adjourn the meeting of the Economic Development Commission at 7:36 p.m. P. Cocchiola seconded the motion, and it was passed unanimously.

TOWN CENTER REVITALIZATION COMMITTEE:

1. Call to Order

M. Ozols called the meeting to order at 7:36 p.m.

2. "Quick Hits"/ Adopt a Spot Report

H. Fuchs asked who would be handling Adopt-a-Spot since D. Rie has resigned from the TCRC. E. Knapp said he'd like to find someone to take on the task. He will be managing it in the meantime. H. Fuchs asked E. Knapp how much work it takes to manage Adopt-a-Spot. H. Fuchs said he is willing to assist with Adopt-a-Spot. He offered to work with E. Knapp to be the contact person for the public to reach out to if they are interested in adopting a spot.

3. Adjournment

The meeting of the Town Center Revitalization Committee was adjourned at 7:40 p.m.

Respectfully Submitted,
Kathleen King, Recording Secretary