

Special Meeting
JOINT ECONOMIC DEVELOPMENT COMMISSION
AND TOWN CENTER REVITALIZATION COMMITTEE
Thursday, September 10, 2020
VIA ZOOM ONLY

PRESENT

TCRC: Marilyn Ozols, Chair; Darlene Briggs, Jim Crawford, Hiram Fuchs, Katherine Richards and Libby Waldron. Deb Rie joined for the TCRC meeting.

EDC: Jim Crawford, Chair; Darlene Briggs, Phil Cocchiola, Kristen Meyer, Katherine Richards and Libby Waldron

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 7:02 p.m.

2. Town Center Parking Project/STEAP – Report on close out of project

E. Knapp said there was a discussion between Ned Moore of the State Office of Policy and Management and First Selectman Noel Bishop. E. Knapp is hoping the grant will be closed out before the end of next month.

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

gave an update. There have been a number of site meetings to move this project along as quickly as possible. The work already completed along Essex Road will ensure that the State Department of Transportation's paving of this highway will not have to be disturbed. Some other issues remain to be sorted out. The Route 1 part will probably be done the last week in September.

4. Septic Study Progress Report

J. Crawford said he hasn't heard anything further about the septic study. It is his understanding that the data has now all been collected and now must be analyzed and a report prepared. He indicated that he will reach out to Lee McNamar, the Chairman of the Water Pollution Control Authority.

5. 2021 Meeting Schedule – The TCRC/EDC meetings will be the second Thursday of every month except for November due to Veteran's Day. The meeting schedule will be submitted to the Town Clerk.

6. Initiatives

a. Westbrook Place - mural project

M. Ozols said there have been 174 responses to the survey, and so far, the 2 designs are very close. 53 people left comments and the majority are supportive of the project. The survey will be up online for a couple of more weeks. E. Knapp will work on preparing grant applications. J. Crawford offered to help E. Knapp review the applications.

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b. Town Center Facades and Building Rear Improvement Program/Tax Incentives Program

J. Crawford said there has been some discussion, but there is nothing new to report.

c. Historic District Gateway Signage

J. Crawford reported that there needs to be more discussion detailing exactly what the committee wants for the historic signage and what the funding situation will be. Similar signs in other towns will be reviewed.

7. Minutes: Regular Meeting – August 13, 2020

J. Crawford made a motion to approve the 8/13/2020 regular meeting minutes as submitted. P. Cocchiola seconded the motion, and it was passed unanimously.

8. Bills: To be paid out of Fiscal Year 2019-2020 funds

TCRC		EDC	
Recording Secretary	\$30.15	Recording Secretary	\$30.30
Special Funds		Special Funds	
Torrison Stone & Garden- weed & spread mulch at Town Center \$2,065.00 (REMOVED per D. Rie)			

D. Rie asked to remove the Torrison Stone & Garden bill for this month. She is in discussion with them. She also asked to add a bill for \$4,639.00 for Gomez Landscaping for the Town Center Municipal Parking Lot.

E. Knapp will research whether or not payment has been made to Lighthouse Signs for adopt a spot for \$45.00 which was submitted in February 2020.

J. Crawford made a motion to approve the bills removing the bill from Torrison Stone & Garden for \$2,065.00 and adding a bill for Gomez Landscaping for \$4,639.00. The bill for Gomez Landscaping comes out of the Operations Budget not the Special Funds budget. P. Cocchiola seconded the motion, and it was passed unanimously.

9. Adjournment

J. Crawford made a motion to adjourn the joint meeting of the Town Center Revitalization Committee and the Economic Development Commission meeting at 7:18 p.m. D. Rie seconded the motion, and it was passed unanimously.

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ECONOMIC DEVELOPMENT COMMISSION:

1. **Call to Order:** J. Crawford called the meeting of the Economic Development Commission to order at 7:18 p.m.

2. **Update on New Development Applications**
E. Knapp said the Datillo application, which is for condos across from Water's Edge, has been submitted. It needs to go to many different referral agencies for review. They are proposing 28 units. There is both a zone change application and a Special Permit/Coastal Area Management application being submitted.

3. **Westbrook Events – Marcia Simon**

M. Simon said the next issue will be coming out the last week of September. The winter edition of Westbrook Events will be coming out the last week in December. She suggested an article supporting the local restaurants.

J. Crawford mentioned that there is a virtual Westbrook Economic Action Initiative Roundtable Meeting on Wednesday, September 30, 2020 from 5:00 – 6:30 p.m. They've been having consistent attendance, lots of great discussion and a lot of shared ideas. A video library is being developed so people in the community can watch the panel discussions about varied career options for young people.

4. **Adjournment**

P. Cocchiola made a motion to adjourn the meeting of the Economic Development Commission at 7:37 p.m. M. Simon seconded the motion, and it was passed unanimously.

TOWN CENTER REVITALIZATION COMMITTEE:

1. **Call to Order**
M. Ozols called the Meeting of the Town Center Revitalization Committee to order at 7:37 p.m.

2. **“Quick Hits” / Adopt-A-Spot Projects**
D. Rie said there was nothing new to report.

3. **Adjournment**

J. Crawford made a motion to adjourn the Town Center Revitalization Committee at 7:38 p.m. D. Rie seconded the motion, and it was passed unanimously.

Respectfully Submitted,
Kathleen King, Recording Secretary