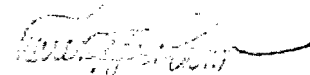


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2018 JUN -5 A 11: 05

Town of Stafford
Economic Development Commission
Warren Memorial Town Hall
Veterans Meeting Room
Regular Meeting
Tuesday May 29, 2018
7:18 P.M.


TOWN CLERK

INDEX:

1. Call the meeting to order/establish quorum / Pledge of Allegiance
2. Approve the minutes of April 11, 2018
3. Discussion Main St. and Arts on Main
4. Discussion Pop Up Shops
5. Discussion Farmers Market
6. Discussion Town wide Clean up Day
7. Discussion Tax Abatements / Enterprise Zones
8. New Business
9. Old Business

Minutes:

1. Meeting called to order by Chairman Richard Shuck at 7:18pm, a quorum was established, members present; Richard Shuck, Andra Smith, Stephen Squires, Marion Rios and Anthony Frassinelli, *members absent; Dan Burnett-Pollock, Jennie Arpin, Dianne Bilyak and Lisa Baxter.* Commission members and viewing public stood for the Pledge of Allegiance
2. A motion to approve the minutes from the April 11, 2018 meeting was made by Anthony Frassinelli, seconded by Andra Smith. Members voting yes: Andra Smith, Stephen Squires, Marion Rios and Anthony Frassinelli, none opposed, the motion passed.
3. With the revised facilities use policy requiring liability insurance for individuals, groups or organizations using town facilities. The Main Street Business Association approached the Stafford EDC in sponsorship of the outdoor concert series held within Haymarket Square. Commission member Andra Smith read their proposal to the commission members. A discussion of the sponsorship of the event and Town's Liability occurred. A member of the Main Street Business Association at the meeting was Jodi Hammond of Stafford Cider, Mrs Hammond was called upon by Commission members Andra Smith and Anthony Frassinelli to provide some specifics as to the association's goals and the financial assistance being requested. A total of three events would be planned, June, July and August. Each event would run approximately 2 hours and the cost would be approximately \$500 per event. Further discussion occurred between commission

members in regards to the commission's sponsorship of the event, the insurance liability along with the potential "gap" of coverage. Commission members discussed that the potential sponsorship would be for 1 year and member Andra Smith added that this would allow time for the Main Street Business Association to formalize their organization and obtain the necessary insurance for next years events.

Anthony Frassinelli made a motion to pay \$500 flat fee sponsorship of the 3 events with a total expenditure of \$1500 for the 2018 season. Any further cost or insurance requirements would become the responsibility of the association.

With no second to Mr. Frassinelli's motion, further discussion occurred. Mr. Squires questioned Mr. Frassinelli as to the \$500 expenditure being just given to the association to spend how they want. Mr Shuck recommended a reimbursement of up to \$500 per event and that the receipts would be brought back to the commission for approval prior to being presented to the treasurer's office. Mr. Frassinelli discussed that if the Town's insurance did not cover the event that the additional cost of insurance to the association could be \$150 per event and that business would have to cover it.

Mr. Frassinelli revised his motion to: To provide funding for the Arts on Main Street, events in Haymarket Square, of up to \$500 per event to the Main Street Businesses for 3 events with a total expenditure of up to \$1500 for the 2018 series. Mr. Squires seconded the motion.

Mr Shuck called for a vote; Members voting yes: Andra Smith, Stephen Squires, Marion Rios and Anthony Frassinelli, None opposed. Motion passed.

4. After discussion on pop up stores it was determined that they probably should be set up as a co-op and that the EDC needed to find someone that was interested in operating a business model that allowed for individual vendors / stores to work within one business. Mr. Shuck stated we used to have something similar in the Big - Y plaza. Mr. Frazanelli is going to reach out to some of the people previously involved in the plans for the Stafford co-op from a few years ago.
5. Discussion regarding the Farmers Market was that they were all set with the use of Haymarket Common.
6. The EDC discussed reinstating the town wide clean up day and increasing it to two days. One in the spring and one in the fall. This would include possible transfer station forgiveness for blighted properties on that day, and possibly a special bag for people who want to sign up to clean trash from the gutters of random roads. Mr. Frazanelli made a motion, subject to approval by the Board of Selectman to designate July 17th and October 13th as town wide clean up days including notices to blighted properties with transfer station forgiveness. Seconded by Andra Smith, members voting yes; Andra Smith, Stephen Squires, Marion Rios and Anthony Frassinelli, None opposed. Motion passed.
7. MR. Squire presented a draft Tax Abatement ordinance that Mrs. Smith and him had previously worked on. It was decided that Mr. Squire would email it to Mr. Shuck to be disbursed to the Selectman, Assessor, and Tax Collector for review and comment. It was also determined adjustments may need to be made to the rates and time frames along with more clarification between new construction, renovation, and additions. Mr. Shuck stated he felt this was a good base to work from and that we may be able to add to it and

incorporate it in enterprise zones that could be determined by the Town as areas that the Town wanted to promote investment and redevelopment in and that we could use this as incentive for property owners to invest in to revitalizing current properties and creating affordable work space for business similar to an incubator.

8. No new business
9. No Old Business
10. Mr. Frazanelli moved to adjourn, the meeting adjourned at 8:30pm

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Richard Shuck". The signature is written in a cursive style with a large, stylized initial "R".

Richard Shuck, Chairman, Acting Secretary