

Town of Stafford
Economic Development Commission
Veterans Room
Tuesday, February 21, 2023
6:30 P.M.

Members Present: Chris Paradiso, Tony Armelin, Scott Nigro, Larry McKinney, Larry Vaughn, Brett Greene

Members Absent: Christopher Joseph, John Wittenzellner, Teresa Cramer

Also Present: Amber Wakley, Sal Titus

Index:

- I. Call the meeting to order/Pledge of Allegiance
- II. Appoint Acting Chair
- III. Approve minutes of October 25, 2022
- IV. Old Business:
 - A. Discussion concerning the Plan of Conservation and Development
 - B. Town marketing package and website
 - C. Stafford Brownfields Initiative Update
 - D. Rotary Club Collaboration
 - E. Tax incentive Ordinance Adoption
 - F. Discussion of potential new businesses to town
- V. New Business:
 - A. Google search
 - B. Nomination of Brett Greene as Secretary
- VI. Adjournment

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2023 FEB 28 AM 10:15
A. P. Nigro

Minutes:

- I. In the absence of a commission chair the meeting was called to order by Sal Titus at 6:30 pm, a quorum was established.
- II. Tony Armelin was appointed Acting Chair, Larry McKinney made a motion to appoint Tony Armelin, Seconded by Scott Nigro. Motion passed unanimously.
- III. Approve minutes of October 25, 2022 meeting, Scott Nigro made a motion to approve the minutes as presented, Seconded by Tony Armelin. Motion passed unanimously.
- IV. Old Business:
 - A. **Discussion concerning the Plan of Conservation and Development**
 - The commission discussed the following language from the latest approved POCD: The 60,000 square foot cap on retail should be eliminated and replaced with a coverage ratio. The commission agreed this should be covered under new business.
 - B. **Town marketing package and website**
 - The commission members reviewed and discussed the latest marketing package. The commission members to review and provide feedback for changes.
 - C. **Stafford Brownfields Initiative Update**
 - The Town of Stafford, Connecticut, was awarded a \$650,000 FY2022 U.S. Environmental Protection Agency (EPA) Brownfields Cleanup Cooperative Agreement to pay for remediation activities for the Witt School located at 20 Hyde Park Road. The grant includes a \$130,000 cost share from the Town so the total budget for the project is \$780,000.
 - The Town issued an RFP on Wednesday, November 16, 2022, seeking proposals from Licensed Environmental Professional (LEP) firms, who will work with town staff, the EPA, the Connecticut Department of Energy and Environmental Protection (DEEP), other stakeholders, and the community in overseeing this cleanup project and managing this grant. The response to inquiry closed on Wednesday, December 7, 2022.

- On Thursday, February 9, 2023, the Town conducted interviews with all respondents, which consisted of five different firms. The staff conducting interviews are currently completing selection notes and will be making a recommendation for contract approval at the 3/1/23 Board of Selectman meeting.
- On November 22, 2022, the Grants & Community Development Department also submitted a \$780,000 FY23 Brownfield Assessment Grant proposal to the U.S. Environmental Protection Agency. The two (2) Target Areas for this grant are the town center (i.e., Downtown) and the northeast part of the town/Staffordville. Priority sites included Avery Park, Staffordville School, and the Hydeville Mill. Activities under the proposal include Cooperative Agreement Oversight, community engagement activities, Phase I & Phase II Environmental Assessments, and Cleanup/Reuse Area Wide Planning. If awarded, the project will commence in Spring 2024.

D. Rotary Club Collaboration

- Business Meet & Greet scheduled: March 28th (6:00 PM) at Sun Valley. Carl Rosa , Field Services Director, from CT Main Street Center will join us to discuss downtown revitalization and the 4-point approach to Main Street management—economic vitality, design, promotion, organization.

E. Tax Incentive Ordinance Adoption

- The commission will be reaching out to Planning & Zoning to ask for a joint meeting to discuss the possible creation of a Tax Incentive Ordinance as well as the elimination of the 60,000 square foot cap on retail.

F. Discussion of potential new businesses in town

- The commission will be working on creating a new business packet.

V. New Business

A. Google Search

- Scott Nigro is researching what the cost will be to add Stafford, for the purpose of recruiting new business to town, to Google search with specific keywords. Scott will provide an update to the commission at the next meeting.

B. Nomination of Brett Greene as Secretary

- Larry McKinney made a motion to appoint Brett Greene as the EDC Secretary, Seconded by Tony Armelin. Motion passed unanimously.

C. Eliminate the 60,000 square foot cap on retail

- The commission will be reaching out to Planning & Zoning to ask for a joint meeting to discuss further.

VI. Larry McKinney moved to adjourn the meeting. Seconded by Brett Greene. Meeting adjourned at 8:05 P.M.

Respectfully Submitted,



Tony Armelin, Acting Chairman, Sal Titus Acting Recording Secretary