



# REGULAR MEETING NOTICE AND AGENDA

MANSFIELD ECONOMIC DEVELOPMENT COMMISSION

MANSFIELD TOWN HALL ■ 4 S. EAGLEVILLE RD. ■ CONFERENCE ROOM B

THURSDAY, JUNE 27, 2019

6:30 PM IN CONFERENCE ROOM B (NOTE TIME AND LOCATION)

## CALL TO ORDER AND ROLL CALL

## OPPORTUNITY FOR PUBLIC TO COMMENT

## APPROVAL OF MINUTES

- 03-28-2019 Draft Minutes
- 04-25-2019 Draft Minutes (Special Joint Meeting with Downtown Partnership)
- 04-25-2019 Draft Minutes
- 05-23-2019 Draft Minutes

## DISCUSSION ITEMS AT MEETING

*The following item will be the focus of discussion for this meeting*

- Presentation by Alexis Meehan regarding Taste of Mansfield Business Hero Campaign
- Subcommittee Responsibilities

## OTHER BUSINESS FOR MEETING

- Member Comments
- Staff Updates
  - Opportunity Zone
  - East Brook Mall
  - Other
- EDC Calendar (attachment)
- Openings/Closings of Businesses/Housing Changes

## COMMUNICATIONS

## FUTURE MEETING TOPICS

## FUTURE MEETINGS

### UPCOMING MEETING SCHEDULE

- Regular Meeting, July 25, 2019, 6:30 pm

## ADJOURNMENT

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**MINUTES**



NOT YET APPROVED  
REGULAR MEETING MINUTES  
MANSFIELD ECONOMIC DEVELOPMENT COMMISSION

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MANSFIELD TOWN HALL, 4 S. EAGLEVILLE ROAD, CONFERENCE ROOM B

THURSDAY, MARCH 28, 2019 ■ 6:30 PM

MEMBERS PRESENT: C. Chukwuogor, D. Fecho, S. Ferrigno, M. Hirschorn, L. Watson,  
EX-OFFICIO MEMBERS PRESENT: P. Shapiro (in at 6:52 p.m.)  
MEMBERS ABSENT: R. Beebe, J. McGuire, G. Thompson, B. Wiles  
STAFF PRESENT: D. Kennedy, L. Painter, J. Woodmansee, C. van Zelm

### CALL TO ORDER AND ROLL CALL

S. Ferrigno called the meeting to order at 6:38 p.m.

### OPPORTUNITY FOR PUBLIC TO COMMENT

There were no comments from the public.

### MINUTES

M. Hirschorn MOVED, S. Ferrigno seconded to approve the February 28, 2019, meeting Minutes as presented.  
MOTION PASSED (C. Chukwuogor abstained).

### DISCUSSION ITEMS

- **Review Work Plan Priorities**

S. Ferrigno reviewed the Work Plan Priorities and reported that business visits are on-going and future efforts will focus on new businesses and businesses that have recently left town.

- **Update on 2019-2020 Town Manager Proposed Budget**

D. Kennedy reviewed his proposed budget. He reported the following;

- Budget includes a 3.2% increase in the tax rate,
- Budget results in a .99 mill rate increase (\$13/month increase on house appraised at \$225,000), and
- As compared to similar towns, Mansfield is an average of 5 mills lower;

Members discussed the effect of the Region 19 budget, a potential reduction in State funds, the requirement for an increased contribution to the teachers' retirement, loss in ESC funding, and effects of crumbling foundations.

- **Discuss Update to Town Council on EDC Work Plan**

S. Ferrigno reported that he and J. McGuire will present their update to the Town Council on Monday, April 8, 2019. All EDC members are encouraged to attend.

- **Review of draft meeting calendar**

Members reviewed the draft calendar of meeting topics which L. Painter prepared.

### OTHER BUSINESS FOR MEETING

- **Member Updates**

D. Fecho reported that he is now the Program Director for the Windham Arts and hosts a radio show on WILL.

- **Staff Updates**

C. van Zelm reported on updates with regard to the work surrounding the Opportunity Zone and that two events are being planned on April 23<sup>rd</sup> and May 1<sup>st</sup>.

L. Painter reported that the PZC unanimously approved the amended text application of The J.E. Shepard Company and the next step will be for the applicant to submit a Special Permit application.

D. Kennedy provided an update as to the Town's work with CREC regarding the Opportunity Zones and that the market analysis should be completed soon. Members discussed whether Congress might extend the capital gains benefit into 2020. D. Kennedy also noted that the Town Council will discuss incentives in the near future.

D. Kennedy discussed virtual advertisement space and how this could benefit the Town.

D. Kennedy discussed the recent developments in addressing the parking situation in Downtown Storrs and that the Town is investigating a pay by app option that would allow parkers to add time if they needed it.

Members discussed the pros and cons of the pay by app option.

D. Kennedy will be making appointments to the Commission to replace R. Beebe and G. Thompson.

- **Openings/Closings of Businesses/Housing Changes**

It was reported that Francesca's will not be occupying the space in the Spring Hill Inn and that the owner of the Spring Hill Inn is exploring options with regard to the property. It was also reported that there has been progress with Daddy's Noodles, and a reconstituted business going into the former Tang space. In addition, it was reported that Select Physical Therapy is looking to expand their current space.

## **FUTURE MEETINGS**

The next regular meeting is scheduled for Thursday, April 25, 2019, in Conference Room B at 6:30pm.

## **ADJOURNMENT**

D. Fecho MOVED, M. Hirschorn seconded, to adjourn at 8:03 p.m. MOTION PASSED UNANIMOUSLY.

Respectfully submitted:

Jillene B, Woodmansee  
Planning and Development Assistant



# DRAFT MINUTES

MANSFIELD ECONOMIC DEVELOPMENT COMMISSION  
MANSFIELD DOWNTOWN PARTNERSHIP  
SPECIAL MEETING – FIELD TRIP  
CT MAIN STREET CENTER AND CEDAS SPOTLIGHT ON MAIN EVENT  
WORK SPACE, 903 MAIN STREET, MANCHESTER, CT

**THURSDAY, APRIL 25, 2019 ■ 3:15 PM**

**MEMBERS PRESENT: J.MCGUIRE**  
**STAFF PRESENT: C. VAN ZELM, D. KEGLER, K. PATERSON**

The field trip began at approximately 3:15 pm.

Members and staff present listened to a presentation by Town of Manchester staff about the economic development initiatives in Downtown Manchester as part of the CT Main Street Center, and CEDAS Spotlight on Main series. They also participated in a self-guided tour of Downtown Manchester.

The field trip ended at approximately 5:45 pm.



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REGULAR MEETING MINUTES  
MANSFIELD ECONOMIC DEVELOPMENT COMMISSION

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MANSFIELD TOWN HALL, 4 S. EAGLEVILLE ROAD, CONFERENCE ROOM B

THURSDAY, APRIL 25, 2019 ■ 6:30 PM

MEMBERS PRESENT: J. McGuire, M. Hirschorn, L. Watson  
MEMBERS ABSENT: C. Chukwuogor, D. Fecho, S. Ferrigno, B. Wiles  
STAFF PRESENT: L. Painter, J. Woodmansee, C. van Zelm  
GUESTS PRESENT: K. Lyman, Superintendent of Mansfield Public Schools  
Adrienne McPhearson

### CALL TO ORDER AND ROLL CALL

J. McGuire called the meeting to order at 6:35 p.m.

### OPPORTUNITY FOR PUBLIC TO COMMENT

A. McPhearson discussed her interest in serving on the Commission.

### MINUTES

No quorum is present.

### DISCUSSION ITEMS

- **Update on School Building process**

K. Lyman discussed the following with regard to the school building process: development of education specification process; the conceptual plan; the State of CT process for reimbursement; site selection; requirements and potential cost of building a net zero energy use building; timeline for application for State reimbursement. K. Lyman also discussed the necessary repairs that would be needed in order to renovate the three (3) existing elementary schools.

Members discussed the referendum that will occur in fall of 2019 for this project.

- **Establishment of task forces**

Tabled.

- **EDC member terms**

C. van Zelm reported that letters were mailed from the Town Manager.

### OTHER BUSINESS FOR MEETING

- **Member Updates**

J. McGuire reported that earlier in the day he attended an event sponsored by the CT Main Street Center and the Connecticut Economic Development Association which focused on Manchester's downtown initiatives. He requested that staff research how Mansfield's economic development budget compares to the budgets of neighboring towns.

- **Staff Updates**

C. van Zelm reported that the Town, along with UConn and CERC, are hosting a series of meetings focusing on the designated opportunity zones. The next meeting will be Wednesday, May 1<sup>st</sup> at 7:30 a.m. at the Dodd Center at UConn. She also reported that CERC will be providing market analysis information in the near future.

L. Painter reported that The J.E. Shepard Company is working on their application but nothing specific has been presented to the PZC since the text amendment. L. Painter also reported that in all likelihood the request for \$7,500 in funds for a regional EDC is being cut from the budget.

- **Openings/Closings of Businesses/Housing Changes**

L. Painter reported that Q's Noodle Bar and KTV in Downtown Storrs applied for a sign permit. In addition she reported that the Spring Hill Inn and a developer for a large scale project located in Mansfield's opportunity zone will both present pre-applications at the Monday, May 6<sup>th</sup> PZC meeting.

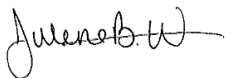
## **FUTURE MEETINGS**

The next regular meeting is scheduled for Thursday, May 23, 2019, in Conference Room B at 6:30pm.

## **ADJOURNMENT**

M. Hirschorn MOVED, L. Watson seconded, to adjourn at 7:45 p.m. MOTION PASSED UNANIMOUSLY.

Respectfully submitted:



Jillene B, Woodmansee  
Planning and Development Assistant



NOT YET APPROVED  
REGULAR MEETING MINUTES  
MANSFIELD ECONOMIC DEVELOPMENT COMMISSION

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MANSFIELD TOWN HALL, 4 S. EAGLEVILLE ROAD, CONFERENCE ROOM B

THURSDAY, MAY 23, 2019 ■ 6:30 PM

MEMBERS PRESENT: J. McGuire, S. Ferrigno, A. McPhearson, J. Richard  
MEMBERS ABSENT: C. Chukwuogor, D. Fecho, M. Hirschorn, L. Watson, B. Wiles  
EX-OFFICIO MEMBERS PRESENT: P. Shapiro  
STAFF PRESENT: L. Painter, J. Woodmansee, C. van Zelm

### CALL TO ORDER AND ROLL CALL

J. McGuire called the meeting to order at 6:33 p.m.

### OPPORTUNITY FOR PUBLIC TO COMMENT

None.

### MINUTES

No quorum is present to approve the Minutes.

### DISCUSSION ITEMS

- **Review of Development Incentives**

Members reviewed the Developer Incentive Analysis prepared by CERC (dated January, 2019). It was suggested that agriculture and medical services be added to the uses eligible for fixed assessment. C. van Zelm gave a brief overview of the Town's work with UCONN and CERC to promote the Opportunity Zones. She noted that the April 23<sup>rd</sup> and May 1<sup>st</sup> forums were well attended. She added that a market analysis will be presented by CERC on June 4<sup>th</sup> to the staff Opportunity Zone team. L. Painter noted that any policy with regard to development incentives would be decided by the Town Council and pertain to the entire Town. Members discussed their thoughts on tax incentives. Members agreed that once the incentives are discussed by the Town Finance Committee, the EDC will discuss again and decide how to proceed.

- **Establishment of task forces**

J. McGuire provided a list of the sub-committees and a suggestion of members to serve on them.

### OTHER BUSINESS FOR MEETING

- **Staff Updates**

L. Painter reported that a dance studio has filed for a Special Permit from the Planning and Zoning Commission to operate in vacant space at 605 Middle Tpke. The Commission determined they could not issue a recommendation on the dance studio because there is no quorum for a vote. L. Painter also noted that the Spring Hill Inn recently presented ideas for expansion to the PZC. Details can be found in the PZC Packet for May 6, 2109. The Joint Committee meeting regarding Sustainable CT is being held on Wednesday, May 29<sup>th</sup> and members are encouraged to attend.



- **EDC Calendar**

Noted. Due to a decline in attendance at the Thursday meetings, staff was requested to investigate alternatives days and times for the EDC Meetings.

- **Openings/Closings of Businesses/Housing Changes**

It was reported that Grille 86 has vacated the space in Downtown Storrs, Dress Barn is closing all stores, and Eblens is leaving the Eastbrook mall for an alternative location in Willimantic.

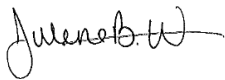
## **FUTURE MEETINGS**

The next regular meeting is scheduled for Thursday, June 27, 2019, in Conference Room B at 6:30 pm (TBD)

## **ADJOURNMENT**

The meeting adjourned at 7:49 p.m.

Respectfully submitted:



Jillene B, Woodmansee  
Planning and Development Assistant

# EDC Meeting Calendar

Updated June 2019

## September 26, 2019

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6:30 PM ■ CONFERENCE ROOM B



## October 24, 2019

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6:30 PM ■ CONFERENCE ROOM B

- ◇ Annual Organizational Meeting
- ◇ 2020 Meeting Calendar

## November 21, 2019

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6:30 PM ■ CONFERENCE ROOM B

- ◇ Discussion of FY20-21 Budget Priorities

## December 12, 2019

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6:30 PM ■ CONFERENCE ROOM B

- ◇ 2020 Work Plan Priorities

## July 25, 2019

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6:30 PM ■ CONFERENCE ROOM B

- ◇ Broadband Presentation

## August 22, 2019

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6:30 PM ■ CONFERENCE ROOM B

- ◇ Review of other Town economic development budgets

## January 2020

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## February 2020

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