

**BRISTOL DEVELOPMENT AUTHORITY
DOWNTOWN COMMITTEE – Regular Meeting
Meeting Minutes
Thursday, February 21, 2019, 5:30 P.M.
Bristol City Hall, First Floor Meeting Room**

ATTENDEES: Mayor Zoppo-Sassu, Council Member David Mills, Commissioners Goldwasser, Lafreniere

ABSENT: ----

STAFF: Justin Malley-BDA

GUESTS: Charles Talmadge

I. Mayor Zoppo-Sassu called the BDA Downtown Committee meeting to order at 5:30 p.m.

II. Public Participation – There was no public participation.

III. Minutes

Council Member Mills made a motion to approve the minutes of the special meeting of December 13, 2018. Commissioner Lafreniere seconded the motion, motion was passed.

IV. New Business

A. Enterprise Zone Application

Justin explained the Enterprise Zone process. The application before you today is for Parcel 10 of Centre Square and will be referred to the full board. The purchasers of the site are in the process of working on their Purchase and Sale agreement with the City. The Letter of Intent has been passed by the BDA and the City Council. Within the Purchase and Sale agreement is language regarding the incentives and what it is understood these incentives would be from the City to the purchaser. Mr. Talmadge pointed out that at this point they do not have a building permit and the tax abatement would be contingent on their receiving a building permit and would not take effect until that time.

Commissioner Goldwasser made a motion to forward to the full BDA board for final approval the motion as written (our standard 7-year benefit to be extended to the purchasers of Parcel 10). Commissioner Lafreniere seconded the motion, all present voted in favor and the motion was passed.

That motion is as follows:

Whereas, the property indicated as Parcel 10 on the map known as "Centre Square Resubdivision" dated June 5, 2017 is located within the boundaries of the Enterprise Zone established by the City of Bristol and State of Connecticut; Whereas, Cyr and Wilson Development, or its designee, intends to purchase said property and to complete construction of a mixed-use structure on the property. Whereas, per Article XIV, Section 18-201 of the City of Bristol Code of Ordinances, assessments on commercial property within the Enterprise Zone which is improved at a minimum

cost of \$175,000, or the complete new construction or renovation of the property, are eligible to be fixed for a period of seven (7) years from the time of such improvement and shall defer any increase in assessment attributable to such improvements according to the following schedule: Year 1 (100% deferral), Year 2 (100% deferral), Year 3 (50% deferral), Year 4 (40% deferral), Year 5 (30% deferral), Year 6 (20% deferral), Year 7 (10% deferral).

I hereby make a motion: Contingent on execution of a Purchase and Sale Agreement between the City of Bristol and Cyr and Wilson Development, or its designee, and contingent on submission of a complete application for Enterprise Zone benefits to Bristol Development Authority staff, to approve the Enterprise Zone application of Cyr and Wilson Development, or its designee requesting a seven (7) year Enterprise Zone tax abatement schedule for all improvements associated with the development of a mixed use structure on Parcel 10 on the map known as "Center Square Resubdivision" dated June 5, 2017, subject to all conditions identified for commercial projects outlined in Article XIV of the City of Bristol Code of Ordinances. Be it further noted that this matter be forwarded to the Bristol Development Authority Board for final approval.

B. Bristol Hospital ACC Update

The Ambulatory Care Center (name will be changed) are looking to do a ribbon cutting in early June. Ray Rogozinski and Nancy Levesque from Public Works and the entire Public Works team (engineers, inspectors) are working with Rendina on the technical aspects of this project, e.g., connecting utilities and so on. Justin distributed a detailed report of the progress. **Commissioner Goldwasser made a motion to accept and place the report on file, seconded by Council Member Mills. All voted in favor and the motion passed.**

C. TIF Update

Justin reviewed how TIF (Tax Increment Financing) works. The funds can be used for infrastructure projects or we may wish to work directly with developers. In this case, we will have approximately \$47,000 available in our first year, in a large part attributable to the Bristol Hospital project. The staff working on TIF will come up with a proposal on what they would recommend to the policymakers about how to handle it. There is a dedicated account and the money can roll over from year to year until there is a project which they wish to use it for. **Commissioner Goldwasser made a motion to put the report on file, seconded by Commissioner Lafreniere, all voted in favor and the motion passed.**

D. Centre Square Planning

Justin reported that while marketing Centre Square as separate lots has proved successful and generated interest, it also has to be controlled and coordinated. There has been interest in Parcel 1 (distributed information) and there is also interest in Parcels 3 & 4. We need to be sure these will be a cohesive development but we also want to be sure that we give as many developers access and the opportunity to work with us and with other developers as we can. Some basic guidelines need to be set in place, however basic or detailed as

needed, covering for example, lighting or landscaping issues. The expectations need to be clear and consistent.

In addition, there are zoning regulations for the downtown area. These may not be workable for the Centre Square area as we try to create a compact, walkable area. This brings up many interesting issues. We want to ensure that developers obtain the parking that they need and will work with us as all these details are worked out. Council Member Mills urged that these issues be worked out urgently so that these questions can be answered up front when a developer shows interest and begins to work with the City.

Justin has reached out to consultant Goman and York and is waiting on a scope for assistance on this. They will help with the planning. The cost will come from the Corporation Counsel's professional fees account. Discussion.

Mayor Zoppo-Sassu excused herself from the meeting.

E. Farmer's Market

Justin is attending a seminar next week on Farmer's Markets. Dawn Nielsen will assist in marketing the Farmer's Market this year. It will be promoted to neighboring communities this year if they do not have a farmer's market of their own.

V. Any Other Business - None

VI. Adjournment

Commissioner Mills made a motion to adjourn the meeting at 5:53 p.m., seconded by Commissioner Lafreniere. The meeting adjourned.

Respectfully submitted,
Christine Cooper,
Recording Secretary