

**Bristol Development Authority
INDUSTRIAL COMMITTEE MINUTES
Special Meeting
BDA Conference Room, City Hall
Monday, August 26, 2019, 4:30 p.m.**

ATTENDEES: Commissioners Rivers, Cyr, Goldwasser, Passamano, Mayor Zoppo-Sassu
ABSENT: - - -
STAFF PRESENT: Justin Malley, BDA Executive Director
Calvin Brown, Communications & Policy
GUESTS: Kyle Meccariello, D'Amato Realty
Mike Stimson, CONNStep

- I. Commissioner Rivers called the meeting to order at 4:30 p.m.
- II. Public Participation - None
- III. **Commissioner Cyr made a motion to approve the minutes of the Special Meeting of April 2, 2019. Commissioner Goldwasser seconded the motion, they voted in favor and the minutes were approved.** Commissioner Rivers abstained.
- IV. Correspondence/Communications:
 - A. Manufacturing Technical Assistance Grant Guidelines

Commissioner Goldwasser made a motion to file the communication, seconded by Commissioner Cyr. All present voted in favor and the guidelines were filed.
- V. New Business by Staff
 - A. Parking – 71 Horizon Drive

Commissioner Rivers excused himself from the meeting at 4:35 p.m.

Mayor Zoppo-Sassu joined the meeting at 4:35 p.m. Commissioner Passamano joined the meeting at 4:35 p.m.

Justin introduced the parking issue at 71 Horizon Drive. Mr. Meccariello spoke about the issue at this location. He reviewed the site on the map and how they propose to solve the issue. A new parking area will be available in the Spring, meanwhile, there can be a temporary parking lot made available. They are now waiting for the lessee (Amazon) to give us the go-ahead. They will make 60 temporary spots and eventually 140 spots permanent. Mr. Meccariello also showed another adjacent parking area, which is available for their vans, etc. at least for now, as an additional land lease to Amazon.

They expect in one or two weeks Amazon will give the green light and then they can proceed. There will be temporary lighting and it would be done at the end of October. Justin spoke about how the City has been working with Amazon and the neighbors to fix this issue for the past few months. Enforcement was discussed.

Commissioner Goldwasser made a motion to approve the design and creation of temporary parking at Horizon Drive and study the long-term solution. Commissioner Cyr seconded the motion, all present voted in favor and the motion passed.

At 4:55 p.m. Commissioner Rivers re-joined the meeting. Mike Stimson joined the meeting.

B. Manufacturing Technical Assistance Grant Guidelines

Justin reviewed the guidelines. He asked that the committee members please review the materials and get back to him with their thoughts.

VI. Take any Necessary Actions

VII. Adjournment

Commissioner Cyr made a motion to adjourn the meeting at 4:58 p.m., seconded by Commissioner Goldwasser. All present voted in favor and the meeting was adjourned.

Respectfully submitted,

Christine Cooper
Recording Secretary