

**NOTICE OF REGULAR MEETING
BRISTOL DEVELOPMENT AUTHORITY
MONDAY, MAY 24, 2010
5:00 PM BRISTOL CITY HALL
COUNCIL CHAMBERS***

AGENDA

- 1. Call to Order**
- 2. Public Participation**
- 3. Minutes:**
To accept the Minutes of the April 26, 2010 regular BDA meeting.
- 4. Correspondence/Communications:**
 - A. Christian Fellowship Center
- 5. New Business by Staff:**
 - A. Walk through and realtor events; May 27, June 17 and June 10
 - B. Take action as necessary
- 6. Old Business by Staff:**
 - A. Update on Southeast Bristol Business Park- Ray Rogozinski
 - B. CDBG Program Updates – Debbie Shapiro
 - C. Neighborhood Assistance Act- Debbie Shapiro
 - D. Housing and Commercial Rehabilitation Update- William Chiarillo
 - E. SWOT Analysis- Jonathan Rosenthal
 - F. Take action as necessary.

*The City Council is scheduled for a special meeting in the Council Chambers for 5:30. Two motions are critical for passage and could be moved to the front of the agenda. The BDA can either **1.** Recess and reconvene at the end of the council meeting **2.** Recess and reconvene in another room or **3.** Adjourn without completing business.

7. Committee Reports:

- A. Industrial Committee – No meeting
- B. Downtown Committee – Chairman Ward
 - 1. H.J. Mills Property
 - 2. Report on Downtown Committee
 - 3. To Award Downtown Streetscape Contract
- C. Neighborhood Preservation Committee – No Meeting
- D. Policy Committee- No meeting
- E. Budget Committee- No meeting
- F. Take any action as necessary

8. New Business by Commissioners:

9. Old Business by Commissioners

- A. Website Update
- B. Update on meeting with Covanta and the BRRFOC

10. Adjournment

Mayor Arthur J. Ward, Chairman

**BDA AGENDA POSSIBLE ACTION ITEMS
MONDAY, MAY 24, 2010**

3. **PROPOSED MOTION:** To accept the Minutes of the Regular meeting of the BDA April 26, 2010
4. Correspondence/Communications
 - Letter from Christian Fellowship Center- **PROPOSED MOTION: TO FILE**
5. New Business by Staff
 - A. Walk through and realtor events; May 27, June 17 and June 10
 - B. Take any action as necessary.
6. Old Business by Staff
 - A. Update on Streetscape and Southeast Bristol Business Park- Ray Rogozinski
 - B. CDBG Program Updates, Debbie Shapiro – **PROPOSED MOTION: TO FILE**
 - C. Neighborhood Assistance Act- **PROPOSED MOTION:** To approve eligible 2010 Neighborhood Assistance Act programs and refer to the Bristol City Council for approval to submit such programs to the State of Connecticut Department of Revenue Services.
 - D. Housing and Commercial Rehabilitation Update, William Chiarillo- **PROPOSED MOTION: TO FILE**
 - E. Status of SWOT Analysis- Jonathan Rosenthal
7. Committee Reports
 - A. Industrial Committee- No meeting
 - B. Downtown Committee-
 1. H.J. Mills Property- **PROPOSED MOTION:** To approve design _____ for a parking lot on the former H.J. Mills property on Church Street and to request that Public Works Department prepare final documents for construction bids and approval by the City's Land Use Boards and to authorize the Mayor or Acting Mayor to sign on behalf of the board.

The Development Authority board needs to consider public input and exercise their own judgment to determine the design of the H.J. Mills parking lot. Some details not shown in the initial drawing might be specified in a separate motion. Those details suggested by the BDA staff include

1. Full pedestrian pathways through the site utilizing islands where necessary
2. Use of North Main Street sidewalk standard for street sidewalks
3. Use of same lighting as North Main Street Streetscape
4. Maximize number of appropriate trees for shade and aesthetics
5. Utilize a stone fence complementary to Bracket Park masonry to screen the parking
6. Use wrought iron fencing, where needed, along the watercourse
7. Provide minimal seating near roadway
8. Provide for planting beds near entrance and provide for surveillance cameras

Suggested Motion: To approve the following design features for the H.J. Mills Parking Lot (list) be included in the final design.

2. Report on Downtown Committee meeting
PROPOSED MOTION: To accept report
3. To Award Downtown Streetscape contract
PROPOSED MOTION: To award downtown Streetscape to _____ company in the amount of \$_____ and to forward to the Bristol City Council for their approval.

- C. Neighborhood Preservation Committee- No Meeting
- D. Policy Committee- No meeting
- E. Budget Committee-No Meeting
- F. Take any action as necessary.

8. New Business by Commissioners:

9. Old Business by Commissioners
 - A. Website Update

10. **MOTION TO ADJOURN**