



# *Economic Development Commission*

*Town of Bethel, Connecticut*

*Bethel Municipal Center \* 1 School Street \* Bethel, Connecticut 06801*

*(203) 794-8540 Facsimile (203) 778-7520*

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TOWN OF BETHEL  
TOWN CLERK

## MINUTES OF REGULAR MEETING

Wednesday, May 20, 2015

4:00 p.m.

CJH Municipal Center – Meeting Room “A”

**Present:** Michael Boyle, Chairman, Jay Streaman, Bonnie Brown, Roy Steiner, Sharron Straiton, Kevin McMahon & Noel Gill. Also in attendance was Janice Chrzescijanek, Economic Development Director. Not present was Jay Streaman.

Michael Boyle called the meeting to order at 4:00 P.M. with the Pledge of Allegiance.

**Public Comments:** None

**Minutes of Prior Meeting:** Bonnie Brown made a motion, which was seconded by Noel Gill to approve the minutes from the March 18, 2015 meeting. Vote, all in favor, motion approved unanimously.

**Clarke Business Park Update:** Janice Chrzescijanek submitted a request for reimbursement to the state for payments to this project and the state reimbursed \$9,824 on May 18, 2015. Janice Chrzescijanek shared follow up questions that had been answered from Milone & MacBroom concerning the Clarke Business Park Expansion. The next steps are to wait for the botanical and butterfly survey to be completed (May-June). Once this is completed a final presentation will be scheduled.

Planning & Zoning held a public hearing on May 12 and two proposed text amendments were approved. Adoption of a one year moratorium on applications for crematory facilities and an amendment to the regulations to eliminate crematory facility as an allowed use. An application was submitted from 12

Trowbridge Drive to construct a 5,000 sp. ft. building on their property. The proposed building will contain three units. The application seeks a special permit for the use of one of the units as a crematory. Public hearing is continued on May 26.

**TOD Update:** Janice Chrzescijanek shared that the RFP that was distributed in April received 12 proposals. Selection committee selected 4 firms to interview. Noel Gill asked if any firms had projects going on locally that the board could visit. Janice Chrzescijanek explained that the four firms being interviewed were very large with experience in Connecticut but also worked worldwide. Sharron Straiton asked if the firm that is chosen will take lead on the project and how much participation the employees of the town will have. Janice explained that the firm would coordinate and take lead on the project but they would use the expertise of the town employees as a resource. Interviews will begin the first week of June and an application for a grant for \$20,000 has been submitted to HomeConnecticut Program.

**Economic Incentive Review:** Mike Boyle asked that each member craft tax incentive recommendations for the next meeting. Mike Boyle shared that Bethel is one of the only towns that does not have tax incentives for new businesses. He would like for the Economic Development Commission to be able to share recommendations with the Board of Selectmen and the Board of Finance. Roy Steiner thinks that every business should be looked at individually and not have a tax incentive program but work on an individual basis. Mike Boyle asked that everyone come to the June meeting with their recommendation, he explained that Janice Chrzescijanek needs to have information to share with potential new businesses about tax incentive programs that the Town of Bethel offers.

**Economic Directors Report:** Janice Chrzescijanek reported her Economic Development Report which included news and announcements, culture & arts as well as other updates. Janice Chrzescijanek explained that one bus shelter had been approved by HART for the location next to the Municipal Center on Durant Ave. They are looking for a second location and once the locations and dimensions are determined, HART will request a grant on our behalf. She also shared that the painting and repairing of the light post in downtown will begin shortly. Kevin McMahan asked if more benches will be added to the downtown area and Janice Chrzescijanek said it is in the budget every year to add benches and trash cans. Sharron Straiton is concerned that the community gathering place at PT Barnum Square will be too small and unsafe for children. Janice Chrzescijanek explained that the space is being taken into consideration and it is under review.

**Invoices:** Sharron Straiton made a motion, which was seconded by Kevin McMahon that an invoice in the amount of \$1,950.00 issued on February 09, 2015 and invoice number 70474 be paid to Malone & MacBroom. Voted, all in favor, motion approved unanimously.

**Old Business:** None

**New Business:** None

**Adjourn:** As there was no further business on this afternoon's agenda, Bonnie Brown made a motion, which was seconded by Noel Gill to adjourn the meeting at 5:15P.M.. Vote, all in favor, motion approved unanimously.

Respectfully Submitted

Dionne Craig

**Invoice**



**MILONE & MACBROOM**

99 Realty Drive  
Cheshire, CT 06410  
(203) 271-1773 Fax: (203) 272-9733

Janice Chrzescijanck  
Town of Bethel, CT  
Clifford J. Hurgin Municipal Building  
1 School Street  
Bethel, CT 06801

February 09, 2015  
Invoice No: 70474

Project Manager Thomas Daly

Project 4494-03 Clarke Business Park Expansion - Bethel, CT

Professional Services for the Period: January 01, 2015 to January 31, 2015

Billing Group -1 Professional Services

Total Fee	19,500.00		
Percent Complete	90.00	Total Earned	17,550.00
		Previous Fee Billing	15,600.00
		Current Fee Billing	1,950.00
		<b>Total Fee</b>	<b>1,950.00</b>
		<b>Billing Group Total</b>	<b>\$1,950.00</b>
		<b>Total Project Invoice Amount</b>	<b>\$1,950.00</b>

**Outstanding Invoices**

Number	Date	Balance
69447	11/11/2014	3,900.00
69787	12/8/2014	1,950.00
<b>Total</b>		<b>5,850.00</b>

*APPROVED*  
*[Signature]*