

Economic Development Commission

Town of Bethel, Connecticut

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

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

MINUTES OF SPECIAL MEETING

Monday, August 1, 2016

4:00 P.M.

CJH MUNICIPAL CENTER-MEETING ROOM "A"

*** Moved to Meeting Room "D" and noticed on door***

RECEIVED

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TOWN OF BETHEL
TOWN CLERK

PRESENT- Michael Boyle, Chairman, Members: Noel Gill, Roy Steiner, Bonnie Brown, Jay Streaman, and Sharon Straiton. Also in attendance was Janice Chrzescijanek, Economic Development Director.

Absent: Kevin McMahan

CALL TO ORDER- Michael Boyle called the meeting to order at 4:00 p.m. with the pledge of allegiance.

APPROVAL OF MINUTES- Noel Gill made a motion to approve the minutes of April 20th, 2016. The motion was seconded by Bonnie Brown. Vote was taken, the motion was accepted. Sharon Straiton abstained.

P&Z REQUEST-CANNONDALE PROPERTY- Roy Steiner made a motion to send a letter to Planning and Zoning, the motion was seconded by Jay Streaman. A vote was taken, motion accepted.

TERMINATION RELEASE AND RIGHT OF FIRST REFUSAL FOR 16-18 TROWBRIDGE DRIVE- (see attached). A motion to accept was made by Roy

Steiner, that motion was seconded by Bonnie Brown. A vote was taken, motion accepted.

TERMINATION AND RIGHT OF FIRST REFUSAL CLARKE BUSINESS

PARK- Roy Steiner made a motion to accept, that motion was seconded by Jay Streaman.

DISCUSSION:

Chairman Boyle stated that ever since the vote to do away with the Economic Development Committee's rules and regulations last year, the EDC has no authority, and the need for a release from the Committee is debatable. The rules are no longer in effect; therefore no release is needed to approve a sale or business moving into the park. There was discussion over the lack of the ability to oversee the park and the disappointment over such. Discussion continued for and against approving the release. A vote was taken, voting yes; Roy Steiner, Noel Gill, Jay Streaman, and Mike Boyle. Voting against the motion were Sharon Straiton and Bonnie Brown.

Motion accepted.

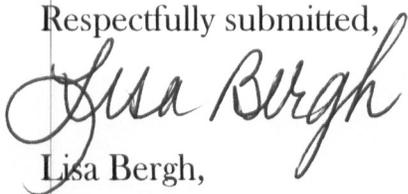
Economic Director Report- Janice Chrzescijanek presented the Directors Report (see attached).

Adjourn-

A motion to adjourn was made by Bonnie Brown; the motion was seconded by Jay Streaman.

Vote taken, motion unanimously approved. Meeting adjourned 4:35 PM

Respectfully submitted,



Lisa Bergh,

Recording Secretary

**RELEASE OF THE FRANCIS J. CLARKE INDUSTRIAL PARK N/K/A CLARKE
BUSINESS PARK
RULES AND REGULATIONS
16-18 TROWBRIDGE DRIVE, BETHEL, CONNECTICUT**

BY THESE PRESENTS, the Bethel Economic Development Commission does hereby permanently release and discharge the property described in Schedule A annexed hereto and known as 16-18 Trowbridge Drive, Bethel, Connecticut, presently owned by the Cannondale Corporation, its successors and assigns, now and forever, from certain Rules and Regulations of the Francis J. Clarke Industrial Park dated and recorded January 16, 1985 in Volume 334 at Page 127; and, re-recorded on September 16, 2013 in Volume 1039 at Page 850; and, set forth in a certain Contract of Sale by and between the Bethel Economic Development Commission and the Cannondale Corporation recorded December 10, 1996 in Volume 617 at Page 285; all recorded in the Bethel Land Records to which reference may be had.

The Bethel Economic Development Commission further permanently waives, now and forever, its right of first refusal for the property presently owned by Cannondale Corporation, its successors and assigns and described in Schedule A annexed hereto, as referenced in the Rules and Regulations and the Contract of Sale as described aforesaid.

Dated at Bethel, Connecticut this day of August, 2016.

Signed and Delivered in the
Presence of or Attested by:

**BETHEL ECONOMIC DEVELOPMENT
COMMISSION**

By: _____
Michael Boyle, Its Chairman
Duly Authorized

State of Connecticut

ss: Bethel

County of Fairfield

On this the day of August, 2016, before me, the undersigned officer, personally appeared Michael Boyle, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same for the purposes therein contained.

In witness whereof I hereunto set my hand.

Commissioner of the Superior Court
Notary Public
My Commission Expires: _____

SCHEDULE A
PROPERTY DESCRIPTION

ALL THAT CERTAIN piece or parcel of land, together with any buildings and improvements thereon, located in the Town of Bethel, County of Fairfield, State of Connecticut, shown and designated as Lots 19B and 19C on a certain map entitled, "Francis J. Clarke Industrial Park Resubdivision Map Lots 18, 19, 20 Trowbridge Drive, Bethel, CT Prepared for BETHEL E.D.C. by Kaspar Associates, Engineers, Surveyors, Planners, Bethel, CT, dated 4-14-88, Revised 10-11-88, 4-11-89, 4-24-89, 5-15-89, 6-22-89, 7-28-89, 12-11-89, 9-24-90, Scale 1"=100'," which map is certified by Philip L. Tiso, L. S. No. 12324 and which map was filed in the Land Records of the Town of Bethel on January 26, 1993, in Map File 22, Map No. 36.



OFFICE OF ECONOMIC DEVELOPMENT

Clifford J. Hurgin Municipal Center, 1 School Street, Bethel, CT 06801

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Email Address: eddirector@bethel-ct.gov

Economic Development Update – May – July 2016

NEWS AND ANNOUNCEMENTS

1. News-Times article on June 3, 2016 – “Italian Restaurant Dream a Reality in Bethel”
2. News-Times article on June 26, 2016 – “Art hits the pavement in Bethel”
3. News-Times article on July 12, 2016 – “Soulful music, food inspire Note Kitchen Bar”

BUILDING COMMUNITY PARTNERSHIPS

Property and Business Owners

1. Personal Introductions - Total of 192 visits
 - Business visits with First Selectman – Summer 2016
2. Advisory Committees
 - Clarke Business Park Advisory Committee – June 3rd – Meeting notes attached
 - **Survey Results** – attached
 - 17 respondents – 9 business owners, 8 property owners (also business owners)
 - Business Owner Survey Summary –
 - Mostly Manufacturers and retail trade respondents
 - Chose the park because of its location or the facility, followed by cost
 - Respondents have been in the park ranging from 3 to 27 years
 - 100% do not have plans to leave the park
 - Number of employees range from 3 to 45
 - Over the next year 55.56% expect to expand their business, 33.33% remain the same and 11.11% expect a reduction. 66.67% said their workforce is expected to remain the same while 33.33% expect an expansion of workforce.
 - A majority of respondents identified signage as being *very helpful* to their business. This includes business signage and wayfinding signage and improved maintenance as being *somewhat helpful*.
 - A majority of the businesses are *very aware* of the town activities within the park.
 - Overall, the respondents rate Clarke Park as *Good* (44.44%) or an *Excellent* (33.33%) place to do business.
 - Property Owner Survey Summary –
 - Chose the park because of its location, cost and facility. These all rated the same.
 - Respondents have owned in the park ranging from 3 to 28 years
 - 87.50% do not have plans to sell their property while one respondent said they plan to sell in order to retire.
 - Number of tenants range from 0 to 6
 - 75% do not have vacancies while two respondents (25%) have spaces to be filled.
 - A majority of respondents identified signage as being *very helpful*, followed by improved maintenance (50%). Improved maintenance, additional promotion of the park and beautification fund were all identified as equally being *somewhat helpful*.
 - A majority of the respondents are *very aware* of the town activities within the park.
 - Overall, the respondents rate Clarke Park as *Good* (50%) or *Fair* (50%) place to own property. Signage and location were mentioned as concerns.

Bethel Public Schools

1. Mentor Program (see attached)

Bethel Arts

1. Public Art Installation – Opened on May 5th (see attached)
 - Most recent survey results – 33 respondents. 66% of the respondents patronized a downtown business when they viewed the exhibit.

Real Estate Professionals

1. June 16th - Presented to the Women's Council of Realtors of Greater Danbury.

BUSINESS DEVELOPMENT AND SUPPORT

Business Assistance

1. Business Assistance (relocation, financial, expansion, location, permit) – 162
 - Available Commercial Properties listed – 10 (+2), Available Sites listed – 5
2. New Businesses
 - **Bethel Metal Works** (153 Grassy Plain – A3), **Krypto Comics & Novelties** (32 Stony Hill Rd.), **The Epoch Language Center** (268 Greenwood), **Akces Media** (32 Stony Hill Rd.), **FM Properties** (4 Grand Street), **Pinnacle Fund Services** (29 Taylor Ave.)
3. **Old Bethel Train Station**
 - Draft lease was provided to the business. Lawyers are working on a final draft.
 - Public Works is working determining what work needs to be done to retain the canopy. Once it is determined, it will go out for bid.

Development Opportunities

1. **Bethel Forward**
 - Comments to Draft Master Plan were provided to DPZ. Received Final Master Plan on 7-18-16. Zoning regulations are being drafted.
2. **Clarke Business Park**
 - **Expansion** –
 - DEEP requested additional plant information. Milone hired a botanist to conduct the field work. Waiting for final report and comments from DEEP.
3. **Downtown Revitalization/ Town Commercial Improvement Plan**
 - **Phase I** –
 - Design documents for streetscape were approved by DOT on 7-18-16. Waiting for approval from the railroad. Once they are approved they will go out to bid.
 - **Downtown signs** have been received and are being installed.
 - **Bus Shelters** have been ordered. Should be received in 6 weeks.
 - **Phase II** – May 2016 - Applied for second round of Main Street Investment fund grant for continuation of Greenwood Avenue streetscape.

MARKETING & PROMOTION

Marketing Materials

1. Working with intern to **update the town brochure** and the **Guide to Opening a Business**, and **developing a community guide**.

Social Media

1. Working with intern to develop a **social media ambassador program** to help promote Bethel on social media

PHYSICAL IMPROVEMENTS

Appeal

1. Maintenance of Streetscape

- Budget was approved to fix the **pavers and replace the missing trees** downtown. Town will be putting it out to bid this summer.

FOR DISCUSSION

1. **Clarke Park Signage** – see attached options
2. **16-18 Trowbridge Drive** – Review and discuss P&Z's request for EDC's opinion on a proposed regulation change.
3. **11 Durant** – Review and discuss the proposal to redevelop the property.