



TOWN OF OLD SAYBROOK
Economic Development Commission

Carol Conklin, Chair
Elizabeth Swenson, Vice Chair
John DeCristoforo, Secretary/Treasurer

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David Cole
James Keating
Matthew Pugliese
Bruce Greenfield, Alternate

MEETING MINUTES

July 9, 2015

Economic Development Office, Old Saybrook Town Hall

7:00 pm

CALL TO ORDER

Chair called the meeting to order at 7:03 pm

ROLL CALL

Members Present: Carol Conklin, David Cole, Bruce Greenfield, James Keating, Elizabeth Swenson

Members Absent: John DeCristoforo, Matthew Pugliese

Staff Present:

Susan W. Beckman, Economic Development Director

Chris Costa, Zoning Enforcement Officer

Attorney Eliza Heins

Guests

Erin Bogan, River COG

Jeremy DeCarli, River COG

Members of the Public

Sandra Roberts

PUBLIC QUESTION & COMMENT

REGULAR BUSINESS

A. Approval of Minutes: June 11, 2015 Meeting

MOTION: To approve the minutes of the June 11, 2015 EDC Meeting. **MADE:** by J. Keating
SECONDED: by E. Swenson. **VOTED IN FAVOR:** D. Cole, C. Conklin, B. Greenfield, J. Keating, E. Swenson; **OPPOSED:** None; **ABSTAINED:** None; **APPROVED** 5-0-0

B. Correspondence & Announcements

a. A thank you note was received via email from Richard Esty thanking the Commission for honoring his family with the Spirit of Saybrook Award

OLD BUSINESS

A. Mariner's Way Zoning – Discussion began about meeting with the property owners who will be affected and others who have been involved in the process. A question was asked about restricted zone use vs overlay zone as proposed for Mariner's Way. C. Costa and E. Heins are not familiar with a restricted zone and it is not used in Old Saybrook.

The draft text of the proposed Mariner's Way overlay zone was presented by E. Heins. A discussion followed about restaurants and the definition that would allow food and beverage

service indoor and outdoor. Rather than allowing a limited 25% of seating outside (25% based on indoor number of seats), allow a larger percentage of outdoor seating.

E. Heins presented a draft concept for materials to be used for public outreach to Mariner's Way property owners. A suggestion was made to include more description with the bulk standards. Discussion about the information that would be shared with property owners followed and will include the list of uses and bulk standards allowed in Mariner's Way overlay and a list of the existing zoning uses and bulk standards. Different colors will be used for each zone affected (B3, B4, Industrial) and will correspond with colors on the map. The goal is to have a "guide" that provides the information in a layout that is easy to understand. It would be sent with a cover letter from the EDC and a map of Mariner's Way to all property owners affected by the Mariner's Way overlay zone.

A Special Meeting in September should be held for Q&A with Mariner's Way property owners. C. Costa suggested a meeting Sept 1 in order to discuss public input at the EDC Regular Meeting the following week. Providing the information packets to the property owners in advance allows them to digest the information and come prepared with questions to the meeting. The EDC preferred to hold the Q&A meeting after Labor Day weekend. J. Keating suggested scheduling the zones separately. E. Heins and C. Costa agreed and suggested setting aside different hours of the evening for each zone affected.

The timeline for public outreach and applications was discussed. Proposed timeline:

August 13 Regular Meeting – Review materials to be mailed to property owners

Sept 1 Special Meeting – Finalize information packet materials to send to property owners

Sept 10 Regular Meeting – Identify EDC spokesmen and plan meeting

Sept 17 Meeting for Mariner's Way Property Owners to discuss proposed zoning and map changes

Oct 1 Special Meeting – Review feedback from Mariner's Way property owners and amend draft text and proposed map changes if appropriate based on feedback

Oct 8 Regular Meeting – Review any amended text and map changes and finalize for application to Zoning Commission to adopt the new zone and map changes

A suggestion was made to use the Pavilion Sept 17. EDC agreed that all are comfortable with the draft text and the draft informational materials will be sent to EDC members for review in advance of the Aug 13 Regular Meeting.

A letter was delivered during the meeting from Atty Royston regarding an objection to a section of the proposed Mariner's Way zoning overlay. Copies were distributed to EDC members to review prior to the August 13 meeting.

B. CT Trust for Historic Preservation Public Input Discussion July 14. EDC members are encouraged to attend or send their input via email to S. Beckman.

C. Spirit of Saybrook Award – Send the press release to The Day, the New Haven Day, Hartford Courant all on one email. Send photo again with a caption.

NEW BUSINESS

A. River COG presentation – Developing a Regional Economic Development Plan. Erin Bogan and Jeremy DeCarli presented. The River COG covers Middlesex County, Lyme and Old Lyme. A grant allowed the River COG to hire a consultant, Ninigret Partners, to study the best economic development strategies for the region and recommend actions for regional

cooperation on economic development efforts. A committee has been created that includes Economic Development Directors and regional leaders to direct the study and outreach will be conducted by the consultant.

E. Swenson suggested that the study review the need for additional affordable housing. E. Bogan said the River COG is also conducting a study on tourism which ties into the economic development plan. The timeline for the Economic Development Plan is to wrap up by December. The idea is to identify common goals and efficiencies among the 17 towns and work together to promote all. Concerns were raised about I-95 and the entrances and exits. Discussion followed about issues with I-95.

S. Beckman will send email to all EDC members asking for economic dev priorities and will compile the results to share with E. Bogan. The EDC agreed to have their email shared with River COG to be placed on the River COG email list.

PUBLIC QUESTION & COMMENT – none
DIRECTOR's REPORT

The response to recruitment letters was very good. Three of six businesses contacted the EDev Office. S. Beckman will continue to send targeted, personalized letters to businesses that will complement and support existing retail shops and industry. EDC members will send leads as appropriate.

Editorial on STEAP Grant being \$150,000. S. Beckman will read and send info to EDC members to clarify.

EDC interested in traffic count on Main Street. S. Beckman will contact River COG to see if they have updated traffic counts.

ADJOURNMENT

<p>MOTION: To adjourn the meeting at 8:45 p.m. until the next regularly scheduled meeting of the Economic Development Commission on August 13, 2015 at 7:00 p.m. at 302 Main Street, Town Hall, EDC Office, First Floor; MADE: by B. Greenfield. SECONDED: by D. Cole VOTED IN FAVOR: D. Cole, C. Conklin, J. Keating, E. Swenson. OPPOSED: None; ABSTAINED: None; APPROVED 5-0-0</p>
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Respectfully,
Susan W. Beckman
Economic Development Director
Acting Recording Clerk