

## MINUTES

**ECONOMIC DEVELOPMENT COMMISSION  
MADDEN ROOM  
SOUTH WINDSOR TOWN HALL**

**REGULAR MEETING  
WEDNESDAY, March 30, 2016  
TIME: 7:30 P.M.**

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**PRESENT:** Chairman Paul Burnham, Joseph Kennedy, Edwina Futtner, Susan Burnham, Linda Jeski, Alternate David Marsh (James Murray), Dwight Johnson, Louise Neary, William Jodice, Alternate John Mitchell (Wayne Kilburn)

**ABSENT:** Alternate David Starr, James Murray, Alternate Cindy Beaulieu

**ALSO PRESENT:** Town Council liaison Carolyn Mirek

- 1. Call Meeting to Order:** Chairperson P. Burnham called the meeting to order at 7:30p.m.
- 2. Roll Call:** The above-mentioned members were introduced.
- 3. Public Participation:** None.
- 4. Approval of Minutes**

Minutes from Regular Meeting on 2/24/2016: A **motion** was made by Commissioner S. Burnham and **seconded** by Commissioner Jeski to approve the minutes with the following corrections:

Item 3 p.2: Change 'Walsh' to 'Marsh'

Item 7 p.3: Change 'Walsh' to 'Marsh' and change 'into' to 'info'

Item 10 p.4: should read '...ground breaking for Orchard Hill School...'

*Motion approved by majority. Commission Neary abstained. Motion passed.*

## **5. Old Business**

Sub-committee report regarding website updates: A meeting of the sub-committee has not yet been scheduled. Chairperson P. Burnham reported that Scott Roberts (IT Dept.) sent information to Commissioner Kilburn to share with the sub-committee and hopes that the sub-committee will be able to meet before next month's EDC meeting. Chairperson P. Burnham would like to invite Mr. Roberts to the June meeting to discuss the commission's ideas.

Commissioner Neary commented that it will be difficult to include information on available commercial properties because of realtor's contractual obligations. Chairperson P. Burnham replied that some realtors have expressed interest in having links on the EDC website. Councilor Mirek suggested that realtors could financially fund the website if they are interested in having links to their sites. Commissioner Marsh requested that the information sent to Commissioner Kilburn be forwarded to himself and Commissioner Jeski. He also requested that communication regarding the website be sent to all sub-committee members. Commissioner Neary suggested informing realtors that they can notify the town in order make information on available buildings more widely known. Commissioner Jeski cautions about adding links to select realtors which could be viewed as endorsement by the

town. Councilor Mirek suggests adding a link to the Chamber's site to avoid this issue. Commissioner Marsh stated that links to real estate sites could be prepopulated to concentrate on available properties in South Windsor.

Chairperson P. Burnham would like updates on listings for commercial properties to be a responsibility of the EDC Coordinator. Chairperson P. Burnham discussed the survey he'd like to make available for businesses currently in town and those interested in locating here. Currently, he directs businesses to Director of Planning Michele Lipe. The survey would be something that would be mailed out to the approximately 700 businesses in town. Chairperson P. Burnham would like to still visit businesses in person, to distribute some surveys and to develop more personal relationships. If an EDC Coordinator is hired, that person could be responsible for the surveys and the collection of information. In the meantime, Chairperson P. Burnham would like for commissioners to take some responsibility for reaching out to businesses. Commissioner S. Burnham commented that the Chamber is without a director at the time being which impacts relationships with businesses. She also stated that commissioners, in the past, have not been willing or available to reach out to businesses themselves. Commissioner Marsh asked if responses could be obtained from a survey that the Chamber had conducted in January 2016. Commissioner Mitchell believes the results would be easily obtained from the Chamber and Commissioner Neary stated that not all town businesses have joined the Chamber so the results may cover only 1/2 of the town's businesses. Councilor Mirek stated that information regarding businesses in town can be obtained at the library via Reference USA and she offered to collect the data. Commissioner Marsh suggests getting all of the information for businesses in South Windsor in order to decide how to proceed.

## **6. Committee Report**

Discover South Windsor: Commissioner S. Burnham stated that the group has not met.

## **7. New Business**

Peter DeMallie – various items: Peter DeMallie, Design Professionals brought information on several projects he is involved in within South Windsor and those located statewide that might be of interest to the commission

- Kenlin LLC: [15 Commerce Way/48 Sullivan Ave] wants to add an addition of 7,200 sq. ft. to an existing building that won't be the same footprint as previously approved for the former owner, All-Phase since a parking lot needs to be added. The business will be relocating from Hartford and adding employees with plans to grow from 18 to 31 employees. The 'Welcome to South Windsor' easement has been expanded greatly. An application was filed with the Zoning Board of Appeals and a hearing is scheduled for April 7, 2016. The business puts on truck bodies and equipment for new vehicles (such as dump truck bodies) and all work will be done inside the building's 12 bays. Not all of the financial information is available yet, such as the value of equipment etc.... Mr. DeMallie is looking for support from the commission. Chairman P. Burnham asked if storage of equipment will be outdoors and Mr. DeMallie stated that it will be stored, as well as housing a parts department, and that any exterior storage will need to meet town regulations. Completed vehicles waiting for pickup will be parked outside. Commissioner Kennedy asked if the variance for All-Phase can be carried over and Mr. DeMallie stated that the town attorney ruled that because of the change in use, it cannot be

used and a new one needs to be obtained for the new business. Landscaping will be added and the evergreen (Christmas) tree will remain. The total number of available parking spaces will double and the addition will look similar to the existing building.

Chairperson P. Burnham asked for opinion of support to send letter to ZBA.

A **motion** was made by Commissioner Jeski and **seconded** by Commissioner Neary to support the application and was *approved by majority*. Commissioner Futtner abstained since she is a member of ZBA. *Motion passed.*

- Messiah Evangelical Lutheran Church [300 & 296 Buckland Road] wants to expand their building and believes the construction will be a benefit to the community. Phase I includes a new sanctuary with steeple looking more 'New England' like. This will increase seating capacity from 130 to 212 and the parking lot will also increase. A variance from a 65' setback to a 24' setback along Buckland Road is requested for this construction. Phase II includes construction of a fellowship hall and Phase III includes construction of a classroom building. Motor vehicle traffic entering and exiting will have to use the light at Staybridge Suites. There won't be any front yard parking and sidewalks will be installed in front. Mr. DeMallie is asking for support of the project as it will enhance the gateway to the town, create construction jobs and support community development.

A **motion** was made by Commissioner Jodice and **seconded** by Commissioner Johnson to support the variance for Messiah Evangelical Lutheran Church. Commissioner Kennedy abstained citing a need for separation of church and state but suggests that individuals can speak on their own behalf. Councilor Mirek plans to support the application as a neighbor. Commissioner Marsh asked if a motion could be approved and then submitted to the town attorney for an opinion and Chairperson P. Burnham replied that there isn't enough time for a ruling. A vote was taken to determine support of the motion.

The following members voted in favor: Commissioner S. Burnham, Commissioner Johnson, Commissioner Jodice and Commissioner Marsh

The following members voted against: Commissioner Kennedy, Commissioner Neary, Commissioner Jeski and Chairperson P. Burnham

The following members abstained: Commissioner Futtner (member of ZBA) and Commissioner Mitchell

*This resulted in a tie vote. Four commissioners in favor and four commissioners against. Motion failed.*

Commissioner Neary suggested that interested commissioners could support the application on an individual basis at the 4/7/2016 hearing.

- Q&E LLC [694 Nutmeg Road North behind Dattco (formerly Mobile Redemption)]. The vacant building recently received approval for a variance to divide the property.
- One Buckland Center [Buckland Road] received approval from all boards and commission for a retail space. Since access to neighboring sewer connections was not granted, a septic system will be installed (redundant system). On the 2 acre site, water will be captured into an underground system and there will be a negative increase in water levels. A tenant hasn't been found yet. Clean fill will need to be brought in to level site to street height.

- Star Center-he is still working on the project-there are engineering issues.
- Mr. DeMallie informed commissioners of other projects he is working on in other CT towns.

Commissioner Neary asked about the possible development of the property behind Stop n' Shop. Mr. DeMallie replied that a plan could be implemented with the right developer. Chairperson P. Burnham commented that there might be plans to bring more high scale apartments to town in the Evergreen Walk area.

## 8. Communications and Remarks

Report from Paul Burnham, Chairperson: Chairperson P. Burnham reported on the following:

- Recently attended a government budget public hearing to support hiring of EDC Coordinator
- An application has been filed with P&Z for a car wholesaler business.
- Applications for architectural design review of two refilling stations have been filed.
- Sullivan Place Centers is planning to make modifications for the final building on its site which currently includes the restaurant Mexicali and a Class A office building.
- A company may be interested in moving in to a vacant building on Rte. 5, north of Vans Camper, in the old Vulcan Radiator building. He put them in touch with the realtor with the listing.
- He has received an inquiry for a possible refilling station/convenience store/ice cream/grinder shop combination for the building next to Imperial Oil and he has put them in touch with Michele Lipe.
- He apologizes to commissioners who showed up to meeting last week not realizing that meeting date was changed.
- Tech Park on I-291 has had businesses interested he needs to find out what the plan is for developing the site. He needs to set up meeting with Town Manager Matt Galligan.
- The Business and Expansion Awards banquet will be held Thursday, April 21. Please contact Donna Thompson by Monday, April 11 to RSVP.
- He will ask Donna Thompson to type up, and email to all commission members, the resolution in support of the variance for Kenlin LLC.

## 9. General Discussion

Next Meeting is scheduled for April 27, 2016 at 7:30 p.m. in the Madden Room.

## 10. Adjournment

A **motion** was made by Commissioner Mitchell and **seconded** by Commissioner Kennedy to adjourn at 9:27p.m. and was *unanimously approved. Motion passed.*

Respectfully submitted,  
Catherine Potter  
Clerk

Approved with corrections: April 27, 2016