



ECONOMIC DEVELOPMENT COMMISSION

SPECIAL MEETING

August 31, 2022 – 5 PM – Ludlow Room, Windsor Town Hall and via Zoom

PRESENT: *Sharran Selig-Bennett, Randy Graff, Ojala Naeem, Jermika Cost, and Al Loomer*

ABSENT: *Trevor Thorington, Tim Rice, Nathan Karnes, Jane Garibay*

WINDSOR CENTER TIF ADVISORY MEMBER: *Bill Davis*

STAFF PRESENT: *Peter Souza, Patrick McMahon*

GUEST:

1. CALL TO ORDER

Chairman Graff called the meeting to order at 5:15 PM.

2. PUBLIC COMMENT

Jim Burke, 10 Sycamore Circle, spoke in favor of the Windsor Center TIF District Master Plan as it is fully supportive of the planning efforts that the community went through from 2012-2014. He mentioned that the town supported the First Town Square and Windsor Station Apartments projects.

3. DISCUSSION ITEMS

a. Windsor Center Tax Increment Financing District Master Plan –

McMahon mentioned that the draft plan was updated to be responsive to feedback from the EDC. To respond to a point raised by Loomer at the last meeting, a map was included from the Transit Oriented Development plan that shows an area beyond the proposed TIF district where funds could be spent outside of the district but related to the district. This would better define where some neighborhood streetscape or open space enhancements could occur in proximity to the TIF district. The project listing remained essentially the same. The section on Credit Enhancement Agreements was edited for better readability. We conferred with the Finance Director on the nomenclature for the TIF funds that would be established. Some edits were made to the boundary map including better labeling and removing the pond on Mechanic Street. The property listing remained the same. An example Assessor Certification was provided as an exhibit. The TOD planning area map was included as an exhibit. Exhibit D was updated to include columns for the 75% of incremental revenue that would go into the district and the 25% that would go into the general fund. The revenue devoted to the district can go to Credit Enhancement Agreements or pay as you go capital projects and economic development programs.

Nathan Karnes had sent an email with a couple of proposed revisions to regarding housing that were incorporated into the updated draft.

Bill Davis made some suggestions to clarify that 75% of the taxes generated on the increase in value would go to the district. He suggested updating the graph that depicts the TIF mechanism to show the 75%/25% split as the graph depicts 50%/50% split. Language would be amended to clarify that CEAs have to be related to the actual developer's parcel. Davis asked if the Council approved the district after October what grand list would the district be based on. McMahon stated that it would be the October 2021 grand list. The Assessor has until January 31st to establish the grand list for the previous October 1st.

Loomer Moved and Selig-Bennett seconded: The Economic Development Commission and the Windsor Center TIF Advisory Committee recommends to the Town Council and Town Manager the creation of the Windsor Center Tax Increment Financing District, the boundaries of which are as presented, and further recommends the adoption of the Windsor Center TIF District Master Plan. The EDC finds that adoption of a TIF District for Windsor Center will assist in downtown and transit oriented development and enhance the physical and social environment of the downtown. The motion passed unanimously.

McMahon gave an update on the tentative schedule for the steps necessary for the adoption of the Windsor Center TIF District. The plan was to take the EDC's recommendation and provide a high-level summary of the District Master Plan to the Town Council for their September 6th meeting and seek referral to the Finance Committee which includes Jody Terranova, Ken Smith and Deputy Mayor Bress. Souza was asked about the support of the Council and he believe there is general support for the overall tool but that the Council may have questions relative to the percent capture and the length of the term of the district. There will be opportunities for public comment at Town Council meetings where TIF is considered, as well as when the Council sets a public hearing date which is tentatively planned for October 17th.

4. ITEMS FROM ECONOMIC DEVELOPMENT PARTNERS

None

5. ITEMS FROM COMMISSION

Selig-Bennett commented on an interaction with the Town Assessor regarding review of personal property and questioned the process.

Cost asked for an update on the cowork space downtown. McMahon mentioned that the operator, Annisa Teich, needed to secure \$110,000 in matching funds before they could tap into the Town's commitment of \$165,000 in American Rescue Act Funds. Ms. Teich is reaching out to potential funders like banks and CTNext to secure match dollars. Ms. Teich is contemplating financing for some of the match. A grant application was submitted to TMobile in the amount of \$50,000 – awaiting grant announcements. There is a desire to move the project forward so that the ARPA funds can be expended and to align with Loomis Chaffee's ability to do the tenant fit-out. Naeem asked whether CTNext had indicated at what level of funding they might be able to provide.

McMahon stated that a specific amount had not been determined. Naeem said she would reach out to Ony Obiocha, Executive Director at CTNext to try and get a sense of potential funding. Mr. Obiocha is a Windsor High graduate.

6. ITEMS FROM STAFF

- a. McMahon mentioned that the Windsor Business Breakfast would take place on Thursday, October 20th at the Hilton Garden Inn from 7:45 to 9:30 a.m. and that Paul Lavoie, Connecticut Chief Manufacturing Officer would be a speaker at the event.
- b. Loomer asked about the Chamber of Commerce position. McMahon stated that Steve Porcaro reported that they have gotten interest from some good candidates. Between Porcaro, other Chamber Board members and Phyllis Stargardter they can assist us with the Business Breakfast.

7. REVIEW OF PREVIOUS MEETING MINUTES

Motion: Loomer moved to accept the August 17, 2022 meeting minutes; Naeem seconded the motion. The meeting minutes were unanimously approved as distributed.

8. ADJOURNMENT

Next meeting is scheduled for September 21st.

Selig-Bennett motioned to adjourn. Loomer seconded. Motion approved unanimously. The meeting was adjourned at 5:55 PM.