

Town of Windsor Locks
Economic and Industrial Development Commission

Windsor Locks Town Hall

MINUTES
October 24, 2019
6:30 P.M.

Call to Order:

Mike Mannheim called the meeting to order at 6:35 PM.

Roll Call:

Present: Mike Mannheim, Doug Glazier, Jen Rodriguez, Mike Hickey, Neal Cunningham
Absent: David Montemerlo, Chris Kervick, Bob Crochetiere

Approval of Minutes: August 22, 2019 and September 26, 2019:

Mike Hickey motioned to approve the August 22, 2019 Meeting Minutes. Doug Glazier seconded the motion. All were in favor. Neal Cunningham, and Mike Mannheim abstained. Motion carried.

Mike Mannheim motioned to approve the September 26, 2019 Meeting Minutes. Doug Glazier seconded the motion. All were in favor. Neal Cunningham, and Mike Hickey abstained. Motion carried.

Public Input:

None

Correspondence:

Mike Mannheim had received a note from Terri Becker, Board of Finance Recording Secretary, stating that the EIDC Annual Report is due in November.

Outreach and Communication:

Mike Mannheim let the board know that he is currently working on the Fall Newsletter. Newsletter will be posted on the website next week.

Community Development Loan Program:

Discussion has been tabled until the Town Attorney provides a draft of the new guidelines. Once draft is received, a Special Meeting will take place with the Bank, and Commissioners. Meeting date is to be determined

Foreign Trade Zone:

Jen Rodriguez discussed the email received by Dan Carstens, following up on The DECD Enterprise Zone event that took place earlier that day. Two handouts were also gone over, discussing the Facts/Benefits of Foreign Trade Zones and FTZ #71 expansions. Mike Mannheim will be posting the informative handouts on the EIDC website.

Staff Updates:

Jen Rodriguez provided her report (attached)

Open Time:

None

Adjournment

Upon a motion made by Mike Mannheim, seconded by Neal Cunningham, the meeting adjourned at 7:09 PM.

Respectfully Submitted,

Rachel DeAlfi

Rachel DeAlfi

WINDSOR LOCKS DEVELOPMENT ACTIVITIES REPORT – UPATED October 2019

PROJECTS UNDER CONSTRUCTION

Montgomery Mill Redevelopment and Canal Park – Residents have begun moving in, about 80 units are still under construction. The new Canal Park space is nearly complete at the trail head just north of the mill building including picnic tables. Soon to be installed are bicycle amenities and historical artifacts and signs.

Route 75 Sidewalk Installation – Project near completion, ped button and crosswalks were installed and just some finish work remains.

Historic Station – Roof and dormers are completed. Much of the masonry work is completed. Fundraising underway for partial masonry, windows and doors. Historical Society, Historic Commission and Train Station committee working together on this effort, merging websites for fundraising. Staff have been asked to seek grant fund opportunities.

PENDING PROJECTS

3, 5 and 11 Ella Grasso Turnpike no updates

All Sports Village no updates

Main Street- Complete Streets Improvements

3.6 million LOTCIP grant Phase 1 – Final design has been submitted to CRCOG/DOT and per DOT comments revised engineered plans are required.

1.5 million LOTCIP grant Phase 2

Because of the close connection of the Phase 2 grant, and the Community Connectivity grant to the transit center and the Route 140 bridge approach and intersection, DOT has agreed to take over all design work for these portions of the project and is scheduled to go out to bid in 2020.

Community Connectivity grant - Connects the new transit center to the Windsor Locks Canal bank and Warehouse Point via a bicycle/pedestrian multi-use trail was awarded. DOT engineers are working on design.

Train Station – Public Meeting was held by DOT on 9.19.2019 6:00 p.m. DOT has applied for funding for station relocation. Bond Commission meeting in late November. CRCOG staff meet with DOT 11/7 to discuss TOD.

New Business / Inquiries

DRAFT
BUILDING AND
LAND USE DEPARTMENT

The Building and Land Use Department is responsible for community planning, economic development and enforcing local codes related to building, zoning, subdivision, natural resources, housing and blight.

The department also works with the Planning and Zoning Commission, other departments, boards and commissions as well as the public on adopting and implementing community goals and objectives associated with the Plan of Conservation and Development, as required by the State of Connecticut.

Additionally, the office assists with applying for and administering grant applications and acts as a liaison to the Capitol Region Council of Governments and State of Connecticut departments and for other local and regional planning efforts.

The department provides services to homeowners, contractors, attorneys, appraisers, design professionals, businesses, etc., in all areas of land use, permitting and development.

The chart below represents permit activity for FY18 – FY19. (this needs to be updated)

FISCAL YEAR	<u>07/18-6/19</u>
EST. COST/VALUE OF PERMITS	\$48,281,186 FY17-18 (\$17,675,140 FY16-17)
FEES COLLECTED	\$650,440 FY17-18 (\$277,115 FY16-17)
NUMBER OF NEW SINGLE FAMILY DWELLINGS	9
NUMBER OF PERMITS	881

Mapping - The Town annually engages consultants in order to update our available GIS mapping. The Department's goal is to have these updates budgeted for and occurring annually so the maps are accurately kept. This benefits current/future property owners and developers and helps a variety of town departments in our roles and responsibilities. The online version is a wonderful resource which aids in property discussions available to the public. The mapping can be found by going to www.windsorlocksct.org and scrolling down on the main page.

Census – Our office continued to work on providing accurate data as part of the 2020 LUCA Census program. The submitted data includes existing units as well as those under construction that were completed in 2019. We expect the community will have just over 5900 housing units as of the end of year 2020.

Code enforcement – The department continues to prioritize enforcement of blighted properties this year. Our office continues to use a team approach to resolving concerns with some of our more challenging non-compliant properties.

MS4 / Stormwater Management – In order to minimize pollution, better manage stormwater and comply with DEEP’s new MS4 permit requirements, our office has increased the number and type of inspections and reporting on sites pre, during and post construction. Additionally, with the various land use commissions, staff began to explore and propose low impact development projects and amended land use regulations. The Inland Wetland and Watercourses Commission and Planning and Zoning Commission have amended their respective regulations, beginning to incorporate stormwater best practice and low impact development language.

Low Impact Development Kudos!

229 Ella Grasso Turnpike – A Tru Hotel was approved for this redeveloped property. The design incorporates two **water quality swales**.

Water Quality Swales: Think of a water-quality swale as a rain garden in motion. It treats runoff while simultaneously moving it from one place to another. Water-quality swales (WQ swales) are vegetated, channeled depressions in the landscape that convey and treat runoff from a variety of surfaces. Runoff may be channeled, or it may flow overland to a swale. As water passes through the swale, runoff infiltrates, or seeps, into the soil. Components of the swale, including rip rap stone spreaders or check dams, also help to slow water down, and catch silt, minimizing impact to adjacent land.

Who “went green” this year?

Ahlstrom-Munksjö took out permits to add **solar panels at 3 Churnside Road**, producing 372.6 kw of electricity.

Year of the Small Business - A significant number of new businesses joined the Windsor Locks community this year, including but not limited to these newly expanded or relocated businesses:

- Bocasa - expansion
- Bradley Market
- Camp Simon Art Center
- Deli, The – new ownership
- Eastern Counseling Services

- Healthy Smiles – new location
- Jackson Hewitt
- Luppoleto Brewing Co.
- Luxy Nails
- Mane on Main – new location
- Northern Nurseries
- State Marshal's Office

Welcome, local businesses!

Public Projects

- **Bradley Gateway Project** – In 2018 Department of Transportation design staff prepared new conceptual drawings for Route 75 roadway improvements to include roundabouts, crosswalks and a center median. The Town continues to encourage further design and consideration due to previous injuries and life-threatening accidents. In 2018 the Town successfully installed new sidewalks, pedestrian signals and crosswalks.
- **LOTICIP Application** – \$3 million in funding was awarded for streetscape improvements on WL Main Street. The engineering and design work is currently being reviewed by the DOT. The Town is working with the State DOT's rail team on the **Train platform design**.
- The **historic train station roof work** is complete and the community is continuing to raise funds to complete **masonry and interior**. Next Step: Realize operation / future use of the building.
- The **Windsor Locks Canal Park (south end)** improvements are nearly complete. As of Fall 2019 there is an improved trail head park with parking, new wayfinding, stone dust picnic area, grassy area. Bike racks, sculpture and additional historic signage will also be installed.

Industrial

- **UTC Aerospace Systems – 1 Hamilton Road** – “Fuel Lab” remodeling and mechanical upgrades meant over \$4,000,000 in investments, contributing a great deal to our office's recorded permit numbers and permit review fees for the year.
- **neXtore – 80 King Spring Road** – neXtore now occupies 80 King Spring Road, a building of 52,000 square feet. neXtore is a premier business dedicated to Construction, Design and Fleet services based in North America; owned by the parent company Luxottica.
- **Colt Express, LLC – 2-6 Industrial Road** – Warehouse and distribution of furniture and home goods

Residential

- **Chapman Chase**, a private residential community of single family homes on **North Street**, is just one unit away from completion of the final phase of construction, including some common elements such as final landscaping and roadway improvements.
- **25 Canal Bank** – Since the last annual report, Beacon Communities has completed ___ units at the **Montgomery Mill** residential community. Everyone involved is eagerly working toward the completion of the restoration.

Community Outreach is important to our office. If there are questions about any of the above, or any of the many projects that aren't highlighted on this list, please do not hesitate to call or email with questions.

Thank you for allowing us to provide this update!

Respectfully submitted,
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