

**Town of Marlborough  
Economic Development Commission Meeting  
November 18, 2009  
7:00 P.M.**

**1. CALL TO ORDER**

Greg Servodidio called the meeting to order at 7:08 p.m.

**2. ATTENDANCE**

Regular members in attendance for the meeting were: Greg Servodidio, Jane Boston, Brian Fantress, Dan Dupre, Mike Chotkowski, and Peter Hughes, Director of Planning and Development.

**3. PUBLIC COMMENTS**

There were no members of the public in attendance.

**4. BUSINESS PARK PROJECT**

**a. Joint Meeting with Planning Commission**

The following members of the Planning Commission attended the meeting: Denis Soucy, John Larensen, Wendy Nichols, and Jim Fox.

Greg Servodidio explained that he met with Bill Black and Bob Hannon to discuss Business Park land acquisition. He asked Bob Hannon to attend the meeting to discuss issues with repayment of the Business Park land note.

Bob Hannon discussed that many town projects, such as school upgrades and sewers are complete or nearly complete. This results in a large debt service in town. The Business Park land was financed with a taxable note. Most town debt is tax exempt. The reason the Business Park funding is not tax exempt is that the goal is to sell the land to developers or business owners. A premium is being paid on the taxable note, resulting in the question as to whether the debt should be converted into a long-term bond. The decision has been to keep an interest-only debt for now, because long-term notes cannot be paid early if the property is sold.

Bob Hannon stated that there is an urgency to have Business Park zoning regulations in place, so the property becomes marketable. It needs to become a performing asset. As an aside, Marlborough has the highest per capita debt of small towns in the state. The debt service needs to be managed.

There was a discussion about how debt pay-down works with the sale of property and financing options.

Denis Soucy asked if there is an appraisal on the town-owned property. Greg Servodidio responded that there was an appraisal done in 2003, with a slightly different footprint. The estimate is \$20K per acre.

Denis Soucy asked if the town has been approached by a developer for purchase of the land. Greg Servodidio responded that this occurred many years ago, but sewers were not available at the time. Peter Hughes added that there is an estimate of \$2.5M to get sewers down to the Business Park.

Peter Hughes stated that sewer debt was supposed to be in a different place by now. Due to the late start, the debt is just being incurred now.

Jim Fox asked about debt for school renovations. Bob Hannon responded that 2011-2013 are peak years for the debt. They are 20-year notes.

Greg Servodidio explained that it is imperative to get zoning regulations finalized in order to be able to sell the land and produce tax revenue. Business Park land is currently zoned residential. The land needs to have regulations in order to change the zoning to commercial, allowing real estate developers to understand what types of development are permitted. Regulations will specify use, density, look, etc.

EDC has taken on the responsibility to provide a draft of Business Park zoning regulations to the Zoning Commission. Milone and MacBroom provided a draft of these regulations. EDC then looked at similar zoning regulations from other communities, and developed permitted uses.

Greg Servodidio suggested that the draft regulations be reviewed for structures, uses and general parameters prior to presenting them to the Zoning Commission for approval. Editing for appropriate words is not necessary at this point.

Peter Hughes presented the Business Park plan, showing the four districts, and explaining the potential uses in each district:

- 1 – town land - small parcels on Rt 66 – retail
- 2 – frontage on the main road that goes through the Business Park
- 3 – Marlborough Associates property and town-owned rear properties on the cul-de-sac
- 4 – current Marlborough Commons property

The proposed Business Park regulations have been sent to Marlborough Associates and owners of the Commons.

In terms of uses, Peter Hughes stated that there must be at least one location in town that permits adult entertainment.

Draft regulations may be revised to allow for approval of uses not listed in regulations, and/or prohibited uses may be shown.

Denis Soucy noted significant wetlands crossings and questioned whether it is realistic that they can be crossed. Peter Hughes responded affirmatively.

John Larensen asked if form regulations were researched when reviewing the regulations from other towns. Peter Hughes responded that this may be able to be addressed with setbacks.

Peter Hughes discussed that regulations will be in place for both sewer and non-sewer applications.

Denis Soucy asked if there will be community water and Peter Hughes responded affirmatively. Denis Soucy asked if there are any issues with water quality on the property and Peter Hughes replied negatively.

Peter Hughes stated that parking regulations, asset management, and stormwater regulations remain outstanding.

Peter Hughes will check the lot size shown on page 14.

Denis Soucy asked if there is ample room for truck access in the Business Park, and whether the roads will belong to the town and Peter Hughes responded affirmatively to both questions.

Jim Fox suggested recognizing significant town residents when naming roads in the Business Park.

Denis Soucy asked what will be done if sewers are not approved to go to the Business Park. Peter Hughes responded that septic systems will be used.

Peter Hughes indicated an approximate timeline of the draft regulations being sent to the Zoning Commission in January, with the public hearing in February-March, then approval in April.

Peter Hughes will send out a revised draft of the regulations and asked that Planning and EDC members review and provide comments.

#### **b. 2010 Commission Priorities**

This agenda item was not discussed.

### **5. TOWN STAFF REPORT**

Peter Hughes stated there will be a summit with the Nature Conservancy to look at land use regulations as pertains to water quality. It will be held on 12/5/09, 9:30 am – 12:30 pm at St Clements. All commission members are welcome to attend.

### **6. OTHER BUSINESS**

Greg Servodidio stated that the December EDC meeting will be held at the Marlborough Tavern.

Greg Servodidio made a motion to add agenda item 6b: Web Site. Dan Dupre seconded the motion. The motion was approved by unanimous vote.

Greg Servodidio made a motion to add agenda item 7: Approval of Minutes, and renumber remaining agenda items. Dan Dupre seconded the motion. The motion was approved by unanimous vote.

**a. EDC Membership**

Greg Servodidio stated that he believes that the commission is at full membership.

**b. Web Site**

Brian Fentress provided a report to commission members showing where traffic to the Marlborough EDC site is coming from, with most viewers starting at either the town website or google. The hits to EDC were not coming from either the MBA website or Metro Hartford Alliance. One question that could be asked is where MBA gets its hits from. In addition, the most popular pages on the EDC website were identified, and the webmaster suggested that updates and refresh of the website focus on the most popular pages.

Previously, each EDC member was assigned a page on the website and asked to provide suggestions and comments concerning content for refresh. Brian Fentress reviewed the comments from each page. The following suggestions will be incorporated:

	<b>EDC Website Suggestions</b>	<b>Page</b>
1	Business Park and town center regulations and concept plans	TBD
2	Move EDDI link from Demographics to Business Assistance	Business Assistance
3	Combine Photography and Images with Location and Maps	Location and Maps
4	Show photos of businesses with desirable looks and Marlborough Rt 2 exit signs	Location and Maps
5	Photos of 'life assets' of the community (new town green, school, etc) belong on town website rather than EDC	n/a
6	Include article about Marlborough Day	Articles
7	Include tag lines (hooks) to bring viewers to other pages on the website	Home
8	Nature trails article belongs on town website	n/a
9	Listing of town projects, both completed and underway	TBD
10	Agreement that Business Assistance page is needed for EDC site, instead of providing a link to MBA site for business assistance	Business Assistance
11	Add a link for yahoo maps, because it provides for searches on businesses. Neighborhood maps may be removed, because the town map is preferable	Location and Maps
12	Early in 2010, 2009 aerial maps of the town will be available	Location and Maps
13	There is updated information for utility providers. Also, water and waste management companies may be added to the page	Utility Providers

Brian Fentress will bring the items shown above to the webmaster, followed by a draft of the changes for commission approval.

**7. APPROVAL OF MINUTES**

Greg Servodidio made a motion to approve the September minutes. Dan Dupre seconded the motion. The minutes were approved by unanimous vote, with two abstentions.

Greg Servodidio made a motion to approve the October minutes with the following change: the second sentence of 6a (Film Project) is amended to expand the sentence with: *retail and restaurants, which will provide thousands of permanent jobs to the area.* Brian Fentress seconded the motion. The updated minutes were approved by unanimous vote with two abstentions.

**8. PUBLIC COMMENTS**

There were no members of the public in attendance.

**9. 2009 CALENDAR MEETING**

This agenda item will be discussed at the next meeting.

**10. ADJOURNMENT**

Greg Servodidio made a motion to adjourn. Dan Dupre seconded the motion. The meeting adjourned at 9:12.

Respectfully Submitted,

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Kathryn Parker  
Board Clerk