

**Economic Development Committee Meeting
Town of Bridgeville
Agenda Minutes
Wednesday, March 15, 2017 9:00 a.m.
Town Hall Meeting Room**

Attending: Richard Grinnell, Harris Mager, Brenda Rambo, Jeff Tull, Ruth Skala, James Speegle, Charles Smith
Absent: John Brodeur, Ralph Root, Sue Grenier, Lawrence Tassone, Deborah Brown

Also attending were: Rev. Jim Penuel, UUMC; Jane Houtman, Downtown Alley, Michael Perini, Heritage Shores resident, Diane Laird and Rick Ferrell from DEDO. Town staff: Jesse Savage, Ashley Walls.

Minutes: The minutes from the February, 2017 meeting were approved

Railroad Signage: Harris Mager has been in contact with Donna, from RAPA scapple; she needs more specific (dimensions, etc.). Ruth has followed up with Phillip Signs; Linda was out and she has the information about the project. The Committee is waiting on information back from RAPA and Phillips signs before moving ahead with the project.

T.S. Smith Expansion: Charles Smith changed his plans, so he is going to have a 3,000 sq. feet building that will be closed in, instead of an open air market with 4,000 sq. feet. He hopes to break ground in 2-3 weeks, just waiting on the building permit. Charles said it will be right on the corner, on the other side of Rt. 13, North East corner where he has his farmers stand now. He said it will have fresh fruit and vegetables the first year and the second year he will move a bakery in the building. The current building will stay open this season and hopefully turn it into a museum in the future.

Farmers Market: Jeff Tull said he does not have a lot to update on the matter. He has talked to Jane Houtman and he has called David Smith, Department of Agriculture and is waiting on a return call. The committee discussed possible locations and the feasibility of different events. Ruth suggested creating a committee to plan these events.

Merchant Visits: James Speegle said they have started the process and have talked to half a dozen people. There was an interest with purchasing the Bakery and see what information we can get from them with an interpreter. Jesse addressed the Bakery by saying they are a catering business only. The Committee discussed ideas of a coffee shop area at Downtown Alley. The Committee also discussed other business ideas for various buildings. James said that they have passed out a questionnaire and will be talking to more people.

EDC Budget Balance: Ruth Skala said that the Town has been extremely generous this year and has given the committee \$20,000. At this point, the committee has spent about \$5,000. The committee has been talking about offering another set of incentive grants, not for façade but for a new or expanding business. Ruth has have talked to Jane about the possibility of a coffee meeting area at Downtown Alley. G.L. Jefferson has made an offer on the building next to Jeff's Tap room and would like to expand. The committee discussed possible grant amounts, time frames and how much the committee was going to match versus how much the Business owner had to spend. Ruth will be doing a draft letter regarding the new grants.

GSCC Economic Forum Meeting: Ruth Skala stated that the Committee did rejoin the Chamber and that Deb Brown did go to the last meeting. She is not present and there is no report from her. Ruth said she needs someone to go to next month's meeting and will send an email to the committee members.

Town Signage: Ruth said we are waiting on a return call from RAPA Scrapple and to determine the costs. She said John Brodeur had volunteered to take care of window decals for the businesses that have received façade grants. Ruth has followed up on this project and presented several alternatives. The committee discussed decal pricing from multiple sources. The committee agreed on 15 decals for \$303. Ruth will place the order. The committee discussed repairing the Rt. 13 median sign and placement of the Entry sign. The committee is waiting on a call back from Phillips Signs regarding prices.

Discussion Committee Job Proposal: Ruth stated that the committee had recommended in February's meeting, that they would like staff help from Town Hall and that Richard Grinnell did research, created a job description and had a meeting with Jesse. It was determined Town Hall would provide clerical support instead of hiring someone for the position.

Review Town's Proposed Vacant Building Ordinance: Ruth discussed the ordinance with the Committee and what it requires of the vacant building owners to register their building with the town. The Committee discussed incentives and provisions with the proposed Ordinance toward the building owners. They also discussed the fine amount and whether the fines that the town collected could be dedicated back to the town and Economic Development. The Committee recommended that the Ordinance go to the Commissioners to be approved.

Other Thoughts: Sue Grainer is taking an online class through Main Street Professional and Deb Brown is going to be taking the grant writing course at Del-Tech this month. There will be a free webinar on March 31st, 9-10 AM, on how to create promotions for businesses. Ruth is going to forward information to all committee members. Ruth announced that she is stepping down as Chairperson of the EDC and asked if anyone would like to take the position. Richard said he would like to be recommended for the position. The Committee is recommending that Richard Grinnell be Chairperson of the Economic Development Committee.

NOTE: Next EDC meeting at 9:00 on Wednesday, April 19 in Town Hall.

Respectfully submitted,



Ashley Walls, Transcriptionist