



**Economic Development Committee Meeting
Town of Bridgeville
Agenda Minutes
Wednesday, April 19, 2017 9:00 a.m.
Town Hall Meeting Room**

Attending: Richard Grinnell, Deborah Brown, Ruth Skala, James Speegle, Ralph Root, and Sue Grenier.

Absent: John Brodeur, Lawrence Tassone, Harris Mager, Brenda Rambo, Jeff Tull, and Charles Smith.

Also attending: Jane Houtman, Downtown Alley, Pat Correll, Town Commission President. Town staff: Jesse Savage, Ashley Walls.

Chair Transition: Richard Grinnell is taking over for Ruth Skala as Chairman. Richard thanked Ruth for everything she has done. Ruth will continue to be a member of the Committee. Richard talked about what is important to him, such as plans, tasks and goals.

Minutes: The minutes from the March 15, 2017 meeting were approved. During discussion of March minutes the committee agreed that the banner replacement cost should be incurred.

EDC Financials: Richard discussed the budget with the Committee. He said if they give out the two \$5,000 grants and expenses they will hit right around \$19,000. The members would like a copy of the current budget.

Project Updates:

Railroad Signage: Harris Mager was not present but he did tell Richard that he is still waiting on a response from Mr. Alex Duke at RAPA. Also he has designs from Phillips signs regarding the railroad station sign. The committee discussed whether the north and the south side were going to have signs and who would handle the maintaining of these signs.

T.S. Smith Expansion: Charles Smith was not present.

Farmers Market: Jeff Tull was not present. Richard discussed with the members that the farmers market is not something that they should pursue and should not be on project updates anymore. Richard also suggested that when someone takes on a project, they should not do it alone.

Merchant Visits: James Speegle and Sue Grenier discussed why they have stopped visiting merchants. They have developed a letter regarding ideas in which business may do together. James questioned whether they could use display signs around the town to announce events or advertise businesses. The concern that they had was about hold off with talking to the businesses while the committee advertises the New Competitive Incentive Grants. The committee decided that they should hold off right now and not overwhelm the businesses.

GSCC Economic Forum Meeting: Richard said he went to the meeting and Pat Correll did a presentation for Bridgeville. Senator Carper and Pumpkin Chunkin were also at the GSCC Economic Forum Meeting. Richard wondered if there is anyway the Town of Bridgeville and businesses can tie into the Pumpkin Chunkin since they draw about 19,000 visitors every year. There were also small businesses and banks at the GSCC Economic Forum meeting.

Spring Incentive Grants: Richard let the committee know that Jesse completed the letter to be sent out and that the only changes that he had made were the dates on the letter. They are going to be two grants up to \$5,000 each, 50% matching. Applications are due back to the Town by Friday, May 12, recipients would be notified by June 14; have to have fully executed contracts by June 23 and then work completed by August 18. Richard discussed with the committee and Jesse about advertising the grant in various ways. The committee also discussed the goal to attract new businesses.

Update on Town Signage: Jesse Savage said that the four entrance signs into town are owned by the Lions/Kiwanis and have been updated in the past few years. They are not town owned or maintained. The one on the highway needs paint and the street department will take care of that. The one that was on the south side was hit by a car and destroyed. It can be replaced, that will cost money and will need to decide where to put it. They also discussed about doing a new design for the Town's advertising on the bottom of the signs. The committee also discussed the trash issue at the sign by Heritage Shores on the highway.

New Business:

Vibrant Spaces Book Purchases: Richard discussed with the committee about a book he found. The committee agreed to buy it.

Farmers Market Alternatives: Jeff Tull was not present. The committee discussed the idea of food trucks in town once a month. Richard will put together a small committee to research this idea.

Committee Members Comments:

Deborah Brown asked about replacement banners and seasonal banners? Ruth stated that they have the Hometown Banners, Town Banners, Apple Scrapple and the Christmas Trees and thought they would be enough.

Deborah also stated when she went to the Chamber meeting; they discussed budget cuts and asked if they could affect the Town. Jesse answer, it all depends on which cuts they make and as of right now the cuts that the Governor is proposing will not affect the Town directly. The committee discussed different cuts that the Governor was proposing.

Deborah Brown asked whether or not there has been talk of a budget hearing regarding the Sewer Project. Jesse stated that he is not aware of that; he said that right now the Town is meeting with Sussex County and Seaford to look at an idea of a Western Sussex Regional Facility that would go through the City of Seaford. Jesse said that once they have all the figures, the Bridgeville Commissioners will have a public hearing that will show all three options (Upgrade of Bridgeville's facilities (Stream & Spray), going to Seaford or an All Spray alternative at the Bridgeville facility). Deborah also asked, if there is a deadline. Jesse stated that their

Consent order has been put on hold, Sussex County has assumed their consent order and they have an aggressive schedule. He is hoping to have numbers by then end of May, middle of June.

Deborah said she did attend a seminar regarding grant writing and she wondered how the Committee wanted her to proceed with that. Jesse stated he writes them for the in house Grants and that they do not have someone that actively searches for grants. Deborah wants to coordinate with Jesse regarding finding grants. The committee has no objection to that.

NOTE: Next EDC meeting at 9:00 on Wednesday, May 17 in Town Hall.

Respectfully submitted,



Ashley Walls, Transcriptionist