

MINUTES OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING  
TRADEPORT USA, 22 CANAL ST.

September 29, 2014 – 4:00 P.M.

Committee Members Present: Councilor Jonathan McCallion, Chair  
Councilors Dale Sprague and Sean Collins

Administration/staff present: City Manager Bob Belmore; Director of Planning  
and Development Dave Sharples; Economic  
Development Manager Christine Soutter

Other: Sam Biddle, Tradeport USA

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Chairman McCallion called the meeting to order at 4:13 pm.

APPROVAL OF MINUTES.

Councilor Sprague made a motion to accept the minutes of the previous meeting, seconded by Councilor Collins; the motion passed and the meeting minutes were approved, 3-0.

CODE CONCERNS.

Dave Sharples shared the 334 Main St. which houses JLC Auto was given 60 days notice to comply with code regulations. Initial contact was made on July 10<sup>th</sup> with a verbal agreement to clean up the lot. A written notice was sent following the July 10<sup>th</sup> mtg. As of today no improvements have been made. The next option for the City may be court. Councilor Sprague mentioned that there are other properties in the City that appear to be out of compliance; Committee members discussed several issues. Councilor McCallion suggested that the City send out a letter to all auto service businesses with a reminder of the code compliances that must be followed.

The City will be checking all auto services providers for compliance beginning on October 10<sup>th</sup>. City Manager Bob Belmore will check with the City attorney as to the definition of a junkyard.

FORMER POLICE STATION.

City Manager Bob Belmore is having ongoing discussions with potential developers. Discussion about the need to make sure any sale agreement would be carefully worded so as to ensure the City is protected and the building is developed in a manner that best promotes a vibrant downtown.

CITY-OWNED PROPERTIES.

Dave Sharples presented a list of City-owned properties that have development potential. Councilor Sprague asked that the list be updated to include some additional properties. Discussion about the potential options for the properties ensued. Discussion will continue at the next mtg.

MISCELLANEOUS.

The group would like to continue to meet at local businesses and would like to invite the principals of the businesses to offer their insights and feedback. Christine Soutter will handle setting up future meeting locations.

The meeting was adjourned at 5:45 pm.

Respectfully submitted,

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Christine J. Soutter, Economic Development Manager