



2018 SEP 14 PM12:05

**CITY OF DERBY  
Tax Incentive Committee Meeting Minutes  
September 12, 2018**

***Committee Members***

**BOA**

Charles Sampson  
Ron Sill  
Evelyn Browning

**Tax Board**

Judy Szewczyk  
Ray Bowers  
Jim Butler

**Administration**

Mayor Rich Dziekan  
Carmen DiCenso, Economic Dev. Liaison, Chairperson  
Andrew Baklik, Chief of Staff  
Sal Coppola, Finance Director

Mr. DiCenso called the meeting to order at 6:37 pm. All rose and pledged allegiance to the flag.

**Roll Call**

Present: Ron Sill, Judy Szewczyk, Evelyn Browning, James Butler, Carmen DiCenso, Andrew Baklik, \*Sal Coppola

Excused: Ray Bowers, Charles Sampson, Mayor Richard Dziekan

Also Present: Betsy Quist, Assessor, and Rob Rowison, Derby Downtown LLC

**Public Portion**

No one from the public spoke. Mr. DiCenso closed the public portion of the meeting.

\*Mr. DiCenso noted Mr. Coppola arrived after roll call.

**Approval of Minutes:**

July 31, 2018 Meeting  
August 22, 2018 Meeting

***A motion to table the approval of the minutes of the July 31, 2018 and August 22, 2018 meetings, until the next committee meeting, was made by Mr. Sill, and seconded by Ms. Browning. Motion Carried.***

Tax Incentive Meeting Minutes

September 12, 2018

**Old Business**

Discussion and possible action to accept revenue packages for investors:

Mr. DiCenso led the discussion on the Tax Incentive Revenue Packages, application and the Tax Incentive Ordinance. Attorney Marino will continue to work on the Ordinance with some minor language changes. The application and packages are ready to be approved with some minor additions that will be addressed under new business.

**New Business**

**Finalize application and set thresholds for Tax Incentive Plan. Discussion and possible action on two proposed plans:**

A. New Construction

3 Year Plan – 30%, 20%, 10%	\$600,000
5 Year Plan – 30%, 20%, 10%	\$1.5m
7 Year Plan – 30%, 20%, 10%	\$5m

B. Adaptive Reuse

3 Year Plan -30%, 20%, 10%	\$500,000
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Mr. DiCenso led a lengthy discussion on the revenue packages, the application and Tax Incentive Ordinance. Ms. Quist explained her concerns with the language in the Ordinance on pg. 4, sect. D. i. b. and pg. 6, section D. ii. b., and sect. E. i. b., and will continue to communicate with Attorney Marino until the Ordinance has been completed. The changes to the Ordinance does not affect content, just wording. Ms. Quist also suggested making an addition to the application, to include under the Applicant's Signature & Title, Property Owner Signature (if not the applicant).

***A motion was made by Ms. Szewczyk, and seconded by Mr. Baklik, to accept the application as presented with the additional Property Owner Signature (if not the applicant) notation added. Motion Carried.***

The committee discussed the New Construction and Adaptive Reuse Plans and how these plans will work based on the length of time and amounts chosen and how these incentives will benefit the City of Derby.

***A motion to approve both plans as presented was made by Ms. Browning and seconded by Mr. Bowers. Motion Carried.***

Mr. DiCenso added that once the Tax Incentive Ordinance wordage has been worked out between Ms. Quist and Attorney Marino, the application, Adaptive Reuse and New Construction Plans, and Tax Incentive Ordinance will be moved to the Operations & Procedures Sub Committee for approval

**Adjournment**

*A motion to adjourn the meeting at 7:07 p.m. was made by Mr. Sill, and seconded by Mr. Baklik. Motion Carried.*

Respectfully Submitted,



Meg Martins

Recording Secretary