

NCDC Board of Directors Meeting

Meeting Date: February 27, 2025, 08:00 am

Present:

Chris Jewell - Chairman	John Mancini – Treasurer
Bob Staley – Vice/ Secretary	Peter Nystrom
John Salomone	Cathy Special
DeVol Joyner	Angelina Gardiner
Singh Swarnjit	Brian Hayes
JP Mereen	Sheila Hayes

John Harris

Absent:

Lynn Perry	Chris Larose	Benjamin Green
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Other Attendees:

Kevin Brown – President	Mark Block	Devin Schleidt
Paul Whitescarver	Mary Riley	Scott Lessard
Bobbie Braboy	Lucas Kaiser	Claire Bessette

Overview

The NCDC Board of Directors Meeting focused on key updates and initiatives, beginning with a statement regarding **the annual meeting and report** from the President outlining objectives for 2025. A significant highlight was the update on ARP funds, indicating that 80% has been spent with corresponding project completions, including the progress of the Occum Industrial Center and the upcoming opening of **a 2nd** cannabis retail facilities in Westgate Plaza. Financial updates revealed various project advancements, including Lower Broadway and waterfront initiatives, while discussions also covered the creation of a cultural district and the successful leasing of Water Street Lofts, **currently greater than 50%**. Community engagement efforts were noted, **as was** increased membership at Foundry 66 and partnerships for educational programs, **specifically the Working Lab and a collaboration with Rose City Learning**. Additionally, a new signage program for downtown businesses was introduced. Action items were assigned for project completions and improvements, including signature authority adjustments and financial record updates, concluding with a motion to enter executive **session before final adjournment**.

Notes

NCDC Updates and Priorities

- Review of minutes and resolutions
 - Resolution 25-01 authorizing the President to submit a grant application for \$200,000 in OBRD Round 21 to support environmental assessments at Norwich State Hospital. JP Mereen made a motion to accept, seconded by Shiela Hayes; Peter Nystrom abstained; motion passed unanimously
 - Resolution 25-02 authorizing the President to act on behalf of NCDC for all actions required for pass through of a \$1.8 million Brownfield grant to the

Integrated Day Charter School. John Mancini made a motion to accept, seconded by Bob Staley; the motion passed unanimously

- Resolution 25-03 authorizing changes to the fiscal management and signature authority to add Chris Jewell, Chairman, and reinstate John Mancini, Treasurer, motion to accept Treasurer's Report and authorization of fiscal management changes made by Swarnjit Singh, seconded by Shiela Hayes; passed unanimously

President's report on objectives for March 2025

- Update on ARP funds: 80% spent, 80% projects complete
- Occum Industrial Center progress and potential major anchor tenant
- Cannabis retail facilities opening in Westgate Plaza
- Lower Broadway CIF project update
- Waterfront projects: Field of Thanks, Marina Towers demolition, pergola expansion
- SLR selected for waterfront master planning
- CIF Round 6 applications: North State Hospital property and Fontaine Field pending results
- CIF Round 7 : prep for Lower Broadway application commencing, June 7 deadline

Development and Cultural Initiatives

- Discussion on cultural district creation and its potential benefits
- Updates on Reading Hughes project and ribbon-cutting plans
- Brownfield grant application for Norwich State Hospital property
- Thermos grant management for Glass Factory and Integrated Day Charter School
- Water Street Lofts progress: 50% of 42 units leased

Downtown and Community Development

- Foundry 66 membership at highest ever: 85 total members
- Global City Norwich initiatives: school outreach, flag raisings
- Partnership with Rose City Learning Center for ESL classes
- Working Lab program with 12 students
- DEI Committee renamed Global City Advisory Committee

Downtown Signage and Zoning

- New signage program for downtown businesses: 13 signs to be installed

- Discussion on updated zoning regulations for signage; P&NS conducting Zoning rewrite currently with goal to be complete by summer, Community Development Specialist to connect with P&NS regarding signage zoning regulations

Treasurer's report

- income lagging but expenses under budget; no concerns at this point in the FY
- Resolution to add new signature authority for banking activity

Motion to suspend the rules to allow for non-agenda executive session ; motion made by Peter Nystrom, seconded by Shiela Hayes 9:13 am

Motion to enter executive session motion made by JP Mereen, seconded by Swarnjit Singh 9:14 am