

- Attendees:
 - Jodi Harris, Donna Roy, Westley Burnham, Margaret Eklind, Ryan Madrigal, Tina Lane, Georgeanne Richards, Town Administrator Brendhan Zubricki and Town Planner Dana Menon, Selectman Ruth Pereen
- Meeting called to order at 7:00 pm by Chairman Harris.
- Minutes from the 4/7/22 virtual meeting were reviewed with corrections
- Update on Grant Applications – Dana Menon
 - Dana had applied to the "Shared Streets and Spaces" grant program to fund design and installation of pedestrian street lights along a section of Main Street. They should be announcing the grant awardees in 2 weeks.
 - 2 grant applications Placemaking Plan, and one for an Off-Season Event Series will be submitted Jun 3
 - MAPC tech assistance grants potentially available for placemaking, wayfinding, marketing, doing business in Essex guide
 - Tina asked to define placemaking and overall, it was explained as a public process to gather and organize ideas to make a place more inviting & active, directing people to interesting points and amenities ie benches, pocket parks, restrooms. It can include signs and lighting. Grant funding is for the plan and not the actual placemaking implementation.
 - Lighting is its own grant and currently includes the stretch from Woodman's to the pocket park. Brendhan shared that Rep Margaret Ferrante was able to provide 50K toward the effort.
 - Donna inquired about solar options for lighting and Dana said that it is in the experimental stage in Topsfield. Jodi suggested that Essex can be a beta site for solar lighting.
- Update on Town owned parcels – Ryan Madrigal
 - Ryan shared that 2 areas off Southern Ave (Groups 1& 2) include the best options for the sale of Town parcel consideration. Group 1 is located near Rt 128 and Group 2 is located near Laurel Lane. He said that most of the other parcels are scattered except 5 located by Chebacco Lake.
 - Donna questioned who has been paying taxes on parcel 8 of Group 1 whose owner is unknown. Brendhan said at this time, no one is paying. He will research parcel 8 with Assessor Steve Poulos. Donna mentioned that it is a key parcel off Rt 128. Jodi agreed its potential for commercial and mixed use and is a great opportunity for development outside of the downtown area. Donna mentioned Manchester has a study group re: a new exit off 128.
 - Ryan shared that the 40R project is moving forward in Manchester but the 40B project is not certain. Manchester Essex Conservation Trust is also interested in expanding their lots so that issue would need to be considered.
 - There are 113 parcels owned by the Town of Essex.

- EDC Strategic Plan goals
 - Re: SPC Draft Goal 3 (E), Jodi shared that the Grove is our “Tuck’s Point” as an asset to the town for use first by the residents, then to the public. Donna agreed that it is a great opportunity, that residents in Manchester quickly reserve dates to use Tuck’s Point for events once they are made available.
 - Brendhan said that the Y is providing labor to replace 3 roofs at the Grove. Wastewater is an issue. The Y has a 10-year contract to use the facility for a few months of the year, weekdays from 9-1, offering a turnkey summer camp for 8 weeks. They are a guest in our facility and the agreement has worked well.
 - Discussed septic/porta potty/trailer potty options and costs. A tight tank is not possible for new construction. The cottage would have the sewer capacity limitations of a house. Brendhan will research the feasibility of septic.
 - Margaret expressed approval of the SPC Draft Goal 3 and asked who owns items A-F. Dana said that will be determined. The SPC will send out the entire document for the public to review
 - Margaret expressed interest in working with the Housing Coalition.
- EDC Plan as prepared with MAPC 2019
 - #1: Margaret, Jodi and Dana expressed that the goals are out of date, are complete or have been addressed by LLRP. Donna disagreed and suggested that EDC meet with businesses to hear their issues outside of those brought by the pandemic. Jodi encouraged businesses who want to discuss an actionable item to join an EDC meeting but that a dialog with businesses on an ongoing basis is a good idea. Donna suggested quarterly.
 - #2: Brendhan can provide the permitting process word file that was posted on the town website to help Margaret and Jodi’s effort to create the “Essex Business Guide”
 - #3.a.iii: Jodi questioned if a “Complete Streets policy” is appropriate for Essex with Rt.133 & Martin Street (Rt 22) under the control of the state. Brendhan said that policy is often seen in larger towns and cities.
 - #3.a.iv: After a discussion about the permitting of one day liquor licenses, it was agreed that this be part of #2 to create the “Essex Business Guide”. Brendhan shared that sewer flow and enforcement of seat count when offering inside and outside seating had been considered by the BOS in the current permitting procedure.
 - #3.b.i: Ryan will begin the process to evaluate the need to expand sewer capacity.
 - #3.c: Jodi questioned who, or what group would be one to connect current property owners & developers with prospective business owners. Donna suggested that local realtors could be part of that effort.
 - EDC will continue the work of the EDC Plan as prepared with MAPC 2019 in future meetings.
- Next EDC meeting will be held virtually on 6/23/22 at 7:00
- Meeting Adjourned 8:39

Respectfully submitted,

Tina Lane