

SALISBURY ECONOMIC DEVELOPMENT COMMITTEE

REGULAR MEETING

AUGUST 21, 2025 – 9:00AM (HYBRID)

Present: Kitty Kiefer, Carol Sadlon, Alice Peck and Robert Schaufelberger. Absent: Adam Higgins, David Becker and Christopher Baetz.

1. **Approval of Agenda.**
2. Additions to the Agenda. R. Schaufelberger requested that EV Chargers Updates be added as Item 3a. K. Kiefer asked that “Public Comment” be added as Item 7. The Agenda was **Approved, as Amended.**
3. **Approval of Minutes. March 20 and April 17, 2025 -- Motion to Approve** made by R. Schaufelberger and seconded by K. Kiefer, **With All in Favor. May 13, June 12, July 9 and 17, 2025 – Motion to Approve** made by K. Kiefer and seconded by A. Peck, **With All in Favor.**
- 3a. EV Charger Updates – R. Schaufelberger reported that Curtis Rand had signed the agreement with Artis; Artis will schedule the work soon, in 6-8 weeks.
4. Discussion with Abby Conroy, Land Use Director, on how the SEDC can help applicants and the Land Use office in the permitting process for new or changing commercial or mixed-use properties in the village centers and beyond.
Abby Conroy asked if they were considering specific buildings for improvement, or looking facilitate expansions of existing businesses. K. Kiefer responded that the SEDC would like to have a list of checkpoints to be able to help buyers of properties or potential new businesses approach the Land Use office and other Town Commissions. A. Conroy noted that current regulations favor single-family residential development. Existing buildings face challenges with meeting new codes, parking and non-conforming dimensional requirements. Examples include the former Lakeville Interiors building and the Holley Manufacturing building; both would require large investments. Another potential problem is establishing a legal use for an existing building and meeting the parking requirements, when converting an old building. A. Conroy explained that the Planning & Zoning Commission (PZC) is starting a comprehensive review of zoning regulations; they need to address mixed-uses, as well as simplifying the process. Phase 1 will be cleaning up inconsistencies; Phase 2 will be discussing specific details and topics. It will be a lengthy process, because it takes a huge commitment of time to prepare for meetings and to work on regulations. A. Conroy will be working on the “street walls” concept in the regulations, which was upheld by the CT court in 2019 for housing. The PZC may want to expand it to the whole village center areas, as a desired outcome; though states have different enabling legislation. C. Sadlon asked what the objective is of the “street wall” concept; A.

Conroy answered that it is “walkability”, not just looking at the required setbacks; an example would be accessibility, such as having handicapped ramps on the sides instead of the front, to facilitate a better development outcome. C. Sadlon asked if there is flexibility; A. Conroy answered no, there is none now, as the zoning is written; but there are other ways to approach zoning in line with current regulations and desired outcomes in commercial zones. A. Conroy would like to know about successes in other towns and pointed out that regulation changes do go through the public hearing process; ordinances are different, but not part of the economic development discussion, at this point. C. Sadlon asked how the SEDC could help with communication; A. Conroy mentioned having interdepartmental meetings on a regular basis. C. Sadlon suggested that a SEDC member could attend that kind of meeting; A. Conroy commented that there is a process in place now, but not everyone participates. The SEDC would like to be more involved in knowing what’s going on; A. Conroy asked how they would enter the process. C. Sadlon suggested that the SEDC could help facilitate a smoother business-friendly process for people. A. Conroy talked about getting rid of outdated regulations and forms, not just zoning, but in guidance for other departments, as well; currently, the Land Use office sees all that comes through the online system. A. Conroy asked what specific things the SEDC would like to be involved with; A. Peck suggested that the SEDC could help bridge a gap between the Land Use office and business owners. K. Kiefer will send a copy of the SEDC questionnaire to A. Conroy. A. Conroy suggested that a new form for new business/new tenants could go into the online system to get a consistent narrative, with other departments able to review it for following the process for permits. A. Conroy explained why site planning may have a better role than just zoning compliance for compliance and building permits; the Town is not looking for zoning compliance violations, although there could be an enforcement program in the future. A. Conroy described 3 things that will be considered: 1) PZC Regulations review; 2) the New Business/New Tenant form; 3) Interdepartmental meetings. K. Kiefer suggested that the SEDC needs to discuss all everything further and organize how they want to engage in the process. A. Peck suggested that it will be helpful if the SEDC gets more involved with other Committees and Boards, including being made aware of specific projects. R. Schaufelberger suggested that SEDC members watch the recordings of other meetings and speak up at meetings they do attend.

5. Discuss developing survey and questionnaire – Tabled
6. Other Items – None
7. Public Comment – None

Adjournment. So Moved by R. Schaufelberger and seconded by K. Kiefer, **With All in Favor.**