

HARTFORD REDEVELOPMENT AGENCY

REGULAR MEETING

JANUARY 8, 2009

**PLAZA LEVEL CONFERENCE ROOM
260 CONSTITUTION PLAZA
5:00 P.M.**

JOURNAL

CHAIRMAN CASARES: Good evening, everyone. Welcome to the Hartford Redevelopment Agency regular meeting, today, January 8, 2009 in the plaza level conference room.

I. Roll Call

CHAIRMAN CASARES: Commissioner Arena is absent or excused. Commissioner Bonafonte?

COMMISSIONER BONAFONTE: Here.

CHAIRMAN CASARES: Commissioner Casares is here. Commissioner Lopez-Hernandez is excused. Commissioner Harris is excused. Commissioner Leonard-Woods?

COMMISSIONER LEONARD-WOODS: Here.

CHAIRMAN CASARES: Commissioner Sierra?

COMMISSIONER SIERRA: Here.

CHAIRMAN CASARES: Before we begin I'd request we have a moment of silence in remembrance of former Hartford mayor Mike Peters. Mayor Mike passed away this weekend. He served the City of Hartford as a four-term mayor. He was chair of this redevelopment agency. He also served on the town commission. Mayor Mike, as we affectionately called him, will be missed by many. (A moment of silence was observed.)

II. Approval of the Minutes of the December 11, 2008 Regular Meeting

CHAIRMAN CASARES: Thank you. First item on the agenda is approval of the minutes of the December 8, 2008 meeting. Comments, corrections?

COMMISSIONER BONAFONTE: Move to accept.

COMMISSIONER SIERRA: Second.

CHAIRMAN CASARES: All in favor? Opposed? Abstentions? Motion passes.

The motion to approve the minutes of the December 11, 2008 regular meeting was approved 4-0.

III. Projects in Planning.

A. Public Hearing - Parkville Municipal Development Plan

1. Presentation by Roger O'Brien, Director of Planning Regarding the Proposed Parkville Municipal Development Plan.

CHAIRMAN CASARES: Next item on the agenda, Item III, Projects in Planning. A, there's a public hearing on the Parkville Municipal Development Plan. And I'd like to turn this over to Mr. McGovern.

MR. MCGOVERN: Thank you, Mr. Chairman. This is the next stage of our approval process for the Parkville Municipal Development Plan. Chapter 132 of the general statutes requires a public hearing. We're going to conduct that as a part of this month's regular meeting. Two parts: In a moment I'll turn it over to Roger O'Brien, Director of Planning, who will make a presentation on goals, strategies, et cetera; and then open the matter up for public comment. For members of the public, just a reminder for those of you here to speak in the public comment period, there is a list, and the chairman will read the names for you to speak at the appropriate time. At this point I'd turn to over to Roger O'Brien.

1. Presentation by Roger O'Brien, Director of Planning Regarding the Proposed Parkville Municipal Development Plan

MR. O'BRIEN: Thank you, Mark. In addition to everything the chairman said about Mayor Mike he was an honorable fireman for 22 years. We honor that service to the city as well.

The Parkville Municipal Development Plan --And first I just want to say there is a difference between a redevelopment plan, because this commission has had three of them. They are now at the city council moving forward. It's called a municipal development plan, but it was a variation of a redevelopment plan, just a different section of the state statutes. This plan has been around in planning stages actually since 2002. And there are folks here tonight who will testify to that. Certainly, it's probably one of the more vetted projects that the city has seen. With me tonight is Bert Sacco from TPA Associates. TPA has done the yeoman's service for the past three or four years; working with the community, working with the state agencies, working with the city, working with planning, working with economic development to get us where we are.

The overall area of the redevelopment plan, we tried to say a picture is worth 1,000 words. So just to orient you, and I guess maybe I'll try to stand this way so members of the audience can see as well. To the south Charter Oak Marketplace and Flatbush Avenue. New Britain Avenue is here. To the west we're almost up against the West Hartford border, very close to the Prospect Avenue interchange of 84. In terms of area we'll get into a little bit later. It's close, but you can't get there from here as you say. To the north we're at Capitol Avenue, and very close to the Capitol Avenue ramps. And to the east we're over next to the Park River and Brookfield Street coming this way on the other side of the avenue. So it's strategically situated with I-84 going through it; exit ramps including the Sisson Avenue ramps, Capitol Avenue ramps, and Flatbush Avenue ramps all in the vicinity. It has a market area within 5 miles that Bert's firm has pointed out in terms of the market area that within 5 miles there is tremendous market potential in terms of need for development. It's an area that's undergone a lot of change. We have a lot of old industrial buildings as we're going to show you in a few minutes.

That sort of sets the tone as far as where we are in the city. Then we sort of scaled it down a little bit, and we got into the specific area here so you can see it at a little closer scale in terms of where it is. And we're going to leave that map up there for you. And we want to talk about the goals. And any redevelopment plan, and I think that's the term we're going to use tonight, because that's basically what it is, a redevelopment plan. In any redevelopment plan the goals will be to support the existing businesses that are there, to improve the infrastructure, to attract more businesses, and to improve the area in general, and make it more attractive in general.

We have a series of action items with regard to acquisitions we're going to go through with you, and then we have a list of proposed projects. We're going to do the projects first. You've all had your plan. And in your plan in the back you have these figures. So what we've done to try to assist the agency is to take the figure that's in your plan. If you have the plan book with you they're in the back. And those that are in the audience there's a list of figures in the back. We've put a little picture over here to show you more. And we want to invite members of the audience if they'd like to look at it in any more detail.

So the first project that the neighborhood advisory committee prioritized was to find a way to --Even though we have all of this transit capability here, in some ways conductivity has been an issue in the area. You have the narrowing of the Park Street Bridge. Not so much the narrowing, but the height of the bridge in

terms of the inability of truck traffic to get underneath that bridge. And you have the circuitous route one would have to take going north/south. So our primary goal is to find a way to connect the Bartholomew Street that terminates right now prior to 84, to find a way to connect that underneath 84 and down to Flatbush Avenue. We believe there would be significant benefits in terms of opening up a significant area of land in here. And Mr. Suisman is here who is one of the major property owners there, and he will be offering some testimony with regard to that. That's project No. 1.

There are two alternatives listed in your plan for how that road could go. There was a third studied by the committee. And while it's not shown in the plan the third alternative would run the road right along the train tracks, not all the way to the intersection with Newfield, but bring it back out. So where exactly the road may go there's two alternatives shown. But the project when it would be designed would lead us to exactly where it's going to go. So we're talking about a road that goes from here to here, is a certain length. But exactly where it's going to go we would have more conversation on that.

Project No. 2 on the priority list is this area here known as 45-49 Olive Street, is shown here as it appeared for a long time. Recently we've had success cleaning up the debris that's on the site. You're shaking your head, so it hasn't gotten filled back up with debris at the moment. But this has been some sort of a scrap metal processing, visible eyesore from I-84 for sometime. So that would be priority project 2.

If I'm lucky 3 is on the back of here. No. 9. So go back to this board. Priority project 3 is a parking expansion around 230 Hamilton Street. And that would be to allow for additional parking that's badly needed there. We can get into the details through the question and answer period.

Project 4 is the suggestion that we want to create a sense of place through signage. And there's three areas designated to locate signage; one here at the corner of Hamilton and Wellington Street; one at the corner of Hamilton and Bartholomew, the railroad tracks. And the third is over here on Park Street and Bartholomew. So that's project 5.

Project 6 is really an expansion of a project the city was involved in previously, 1735 Bartholomew Avenue, where a parking lot was created in the past through city participation. And the proposal is to reconfigure it and allow for on street parking on Bartholomew Avenue in this area here.

Project 7 is site preparation for Bartholomew Avenue Business Park which is an area we talked about before on Bartholomew Avenue towards Olive Street. This would go this way and involve 169, 173, and 175 Bartholomew Avenue. That's project 7.

Project 8 is parking improvement in and around 230 Hamilton Street. We are trying to take funny shaped lots that had old industrial buildings on them and try to make them more compatible with the 21st century marketplace in terms of tearing down buildings that can't be rehabbed, creating more parking, or creating a more economical assemblage of land working with the private sector.

And then we go to project 9 which is some improvement along Pope Park Highway No. 4. I just kind of have fun with that. When I was first here with that, Pope Park Highway No. 4; I want to know where was 1, 2, and 3? Pope Park Highway No. 4, I'm sure there's a history of why that's called that. But it's a road that's very important, because it's important to Carlos Mouta and his operation and the tremendous work he's done in renovating the project. But his project coming back through, it's sort of no man's land. It doesn't have any water in the street. So that would be another issue that we would address with respect to Pope Park Highway No. 4.

And then project No. 10 is to reconnect the section of the neighborhood. Because of the illegal dumping, the city decided to block off the connection between Olive Street and Wellington Street. You can't come across Wellington to go across to Bartholomew Street. The hope would be with the investment in here and so forth we could take down the cinder blocks, reopen that, repave the abandoned roadway, and reconnect those two areas.

Project 11 again is a public parking lot. This is actually the acquisition known as 148 Bartholomew Avenue which is on the corner. Here's Bartholomew. Here is Belmont. What you're looking at is a slightly different view in the overhead aerial.

And finally, and certainly not least, project 12 is dealing with what is apparently a CL&P substation in the area there, and working with CL&P to get rid of the unused infrastructure that exists around it to make that an available and attractive area.

So Bert, did I -- We're trying to present enough information for members of the public to speak, but not get into a whole lot of detail and leave that for Q and A. So Bert, if there's a point you want to add.

MR. SACCO: Good evening, folks. And thanks for the opportunity. And thanks for the folks from the area who have been extremely helpful through this process.

There's a couple of things. Number one, the municipal development plan is a preamble to a municipal development project. The municipal development project provides funding from the state and other sources to pick up the share of the project cost. The activity that can be undertaken under municipal development plan and project are land acquisition, building demolition, site improvement, and utility work. Can't build buildings on the property, but make land clean with utility for sale to other people to develop.

And the big item, as Roger mentioned on these projects, is the infrastructure; roadway and utility to open these areas up. And what we will eventually need from you is a resolution approving the plan and the program so we can go after other assistance to implement the project.

MR. O'BRIEN: Thanks Bert. That's a perfect segue to what would be the next step. Obviously, tonight we're going to hear from a lot of people tonight who have been involved in putting this together. We may hear from others; take whatever information we get tonight; refine it with the help of TPA; and look to come back to this agency, probably at your March meeting. And then you would adopt a plan with any revisions that come out of tonight's public hearing and adopt that plan. And it would move forward to the city council. And that would move forward from there. So with that, Mr. Chairman, I guess I come back to Mark in terms of our formal presentation.

CHAIRMAN CASARES: Anything else?

MR. MCGOVERN: One point in the approval process: Following city council approval, since this is a municipal development plan it would also require approval by the state department of economic development.

MR. O'BRIEN: Right. DECD need to approve it, define a project, go to the state, and look for the state to put it on the state bond commission.

MR. SACCO: The project has already gone through all the state agencies. We submitted it to DECD. They pass it around to all of the state agencies; health, transportation, whatever. Those agencies have signed off, given us comments. What you're hearing tonight is the plan after those comments. The next step regarding the state is after your approvals we go in for a project with money. And that's where we want to be in a few months.

2. Public Comment

CHAIRMAN CASARES: Thank you. That concludes the presentation portion of this public hearing regarding the Parkville Municipal Development Plan. Next is the public comment. I have a sheet in front of me with individuals looking to speak. Is there anyone else who haven't signed in? If not first one on the list is Ellen Morse.

MS. MORSE: I'm Ellen Morse. I'm secretary of the Parkville NRZ. I'm here tonight to tell you that the NRZ fully supports this plan they've worked over five years on. We've had several meetings. We've done walking tours of the area with the consultant and helped prepared what we think the neighborhood needs. We feel this is a strategic part of the development of that area of Hartford. Thank you.

CHAIRMAN CASARES: Mr. Thomas Nenortas?

MR. NENORTAS: Tom Nenortas, Hartford Preservation Alliance. We are in full support of the Parkville MDP.

CHAIRMAN CASARES: Mr. Bill Howard?

MR. HOWARD: Bill Howard, property owner, Parkville Business Association. We've been involved in this plan since its inception in 2002. In order to move all our past work forward this is paramount to move this project forward. There's been a lot of private investment in Parkville and that neighborhood. And there could be a lot more if this goes through. We're totally in favor of this project.

CHAIRMAN CASARES: Mr. Carlos Mouta.

MR. MOUTA: We've been -- As Bill mentioned, we've been going at it since 2002; Parkville Business Association and the NRZ and the other groups. We have a problem solving group. This is one of the areas the city is spending so much money on Parkville picking up all the waste. This is becoming a dumping ground. I don't think it's the residents of the city of Hartford. Most of the people we caught dumping are from outside of Hartford. The city spends so much money every year cleaning up Wellington and Olive Street and all that. I think this is imperative we finish this. We've spent millions of dollars in that area.

And as Roger mentioned, with the train bridge trucks cannot go to Park Street. They're going to where Sisson Avenue and New Park. There's a school there.

When school is getting out that's not a way we want 18-wheelers to go through. If we open the street there's a lot of factories. We probably have three or four hundred jobs on Bartholomew Avenue alone from cabinets to pallets to all kinds of stuff. It would facilitate the traffic on New Park Avenue. If you go from New Park from three o'clock to six o'clock it's impossible to drive through that. It would alleviate that and get all the big trucks to avoid going through New Park and Sisson where the school is. We're all in favor. And we hope if you guys have any questions to ask us because this would be tremendous to our neighborhood.

CHAIRMAN CASARES: Any other public comment?

MR. CASAVANT: Ray Casavant from the Parkville Problem Solving. Obviously, I'm dealing with issues with quality of life for a number of years now. We're 100 percent supportive of this issue. Our group has been dealing with the problems of Parkville. This is going to stem that problem for a long time. I think this is going to be a support and big help to our community going forward.

CHAIRMAN CASARES: Anyone else? In the back there.

MR. OTT: I'm Richard Ott, one of the owners of the design center located in Parkville for the past three years, going into our fourth year. My business partner and I have invested over a million dollars. We are supportive of anything that would improve Parkville.

MS. MERRIMAN: Margaret Merriman. I've lived in Parkville for 50 years. We're very proud of our neighborhood. I think we have one of the best neighborhoods in the city. The only bad part of our neighborhood is the area around Bartholomew. If you visited that lately it's a bad area. It's terrible. It would mean so much if we could brighten that area of our neighborhood. Parkville will be beautiful as well as Hartford.

MR. WALSH: Robert Walsh, Parkville Business Association and owner of property on Bartholomew Avenue. I've been there since 1988. Carlos and Billy and others have said Parkville Business Association is also behind this project.

MR. SUISMAN: My name is Mike Suisman. And my family and I have owned property at 500 Flatbush Avenue and going north to Bartholomew that we are all talking about. We've owned the property and conducted business for almost 50 years, and I worked there most of those 50 years. We are much in favor, much in favor of the Parkville rehabilitation. We are very much in favor of that, and in favor of the greatly needed busway. We also support the concept of a roadway

connecting Park Street and Bartholomew Avenue with Flatbush, and then actually going onto Newfield Avenue and all the way to New Britain Avenue. And the need for that that Mr. Mouta has mentioned we fully agree with. And we hope it happens.

We are thinking of the plans which we've looked at. And we understand they are conceptual. They are not the final plans, what Mr. O'Brien and his people have worked on. But in that respect we have a suggestion about the Bartholomew to Flatbush roadway. And our suggestion is that you look into the running of that roadway to the west of our property. It's shown on the east. And you mentioned some of those things. But we suggest running that on the west side and running parallel and next to the busway on the west side.

We've done quite a bit of study on that, and we believe that the roadway on the west side will have a number of important advantages. The western route would connect Bartholomew to Flatbush Avenue near Newfield Avenue, and close to New Park Avenue. And I'll come back to that better location in a minute. But that will bring you right to the heart of Flatbush Avenue in that area.

Secondly, this route will avoid more traffic, already heavy traffic on Flatbush at the present I-84 exit and entrance to the highway next to the Charter Oak Marketplace. You know there's a lot of traffic there. It's one of the most congested areas on Flatbush. While the other area is an improvement on putting more traffic on that spot, the western route would also have the advantage going along the busway from Bartholomew. It would have the advantage of connecting the roadway in the area of the busway stop and Flatbush. There's going to be a stop there for the busway. It will take the driver right to that stop.

And it will develop what we think will avoid the damages to our property by having it run on the east side. If it were on the east side it would cause damages to the value of our property. And that's an important thing, not only for us, but it would tend to lower the taxes on that property. The City of Hartford will be counting on the taxes that will come ultimately from the use of that property. And I think you would want to keep the level up as best you can.

We are not just dreaming this idea, but we have had our advisors look at it. And they are confident that swinging the roadway to the west and going along the busway and the track is not only a better route, but they are convinced it can be done. This is a doable thing. And it will connect to, we think to the very pivotal place, to the busway flyover. As you know there's going to be a busway flyover over Flatbush Avenue. And it will bring all the traffic into that area.

There is one other thought we'd like to mention, and that is we think that a connection of Bartholomew/Flatbush going on this western route would also be good to connect with New Park Avenue just south of I-84, that road as it curves around I-84 and goes west and then starts to go along the railroad tracks. It would be very helpful in many ways to have a connection to New Park Avenue there taking some more of the traffic off of the whole area around Flatbush and that area near the railroad tracks.

We hope and believe that these suggestions can provide something helpful, something significant for ideas for moving the busway and roadway systems forward which we certainly hope will happen.

CHAIRMAN CASARES: Thank you. Any other comments? Seeing none that concludes the public portion of the public hearing. Do we have a motion to close the public hearing?

COMMISSIONER BONAFONTE: So moved.

COMMISSIONER LEONARD-WOODS: Second.

CHAIRMAN CASARES: All in favor? Opposed? Abstentions?

The motion to close the public hearing on the proposed Parkville Municipal Development Plan passed 4-0.

IV. Projects in Execution

A. Main-Asylum-Trumbull Street Project

1. Consideration of a Resolution Approving Revised Project Plans and the Date for the Completion of Improvements for 901-903 and 915-945 Main Street

CHAIRMAN CASARES: Next on the agenda Main-Asylum-Trumbull.

MR. MCGOVERN: If I could back up just to the next administrative steps after the public hearing, as Roger mentioned in the presentation it's our expectation we'll work with our consultant, TPA, take into account the different comments made, including Mr. Suisman's related to the roadway. There are a couple other housekeeping things related to this plan as well. We'll use that time as needed to update figures, and have an additional map made that summarizes all the actions in one place. Those are the

things we need to take into account and present to you. And we're looking to do that at the March meeting.

Projects in execution: Mr. Chairman, before you is a resolution related to 901-903 and 915-945 Main Street in the Main-Asylum-Trumbull Street Project. This is One American Plaza that the Hartford Redevelopment Agency sold to College Street Partners in 2004. When we sold the property it was the intention of the developer to renovate it as office space above and retail space on the ground floor. In 2006 that plan was revised based on changes in the downtown market. And since then the developer has been proceeding with residential units. The agency contracted to permit that, and also amended façade plans that are part of our contract requirement. So the project plans have been amended once already. The use has been amended once. And what's been amended a couple of times has been the project completion date most recently. A new date was approved in 2007, which required completion of 2008.

We have with us Stephen Varenhorst from Stephen Varenhorst Architects in Philadelphia, architect for College Street Partners. He came onto the project in 2008. He's redesigned the facade. We're very pleased with it. It has gone before the design review board and through planning review, planning and zoning commission. On December 9 the planning and zoning commission approved this design. Before you tonight is a resolution to authorize an amendment to approve this plan and establish a new completion date of September 9, 2009. And that is in fact the date the planning and zoning commission established on December 9. With that I would turn it over to Mr. Varenhorst who will spend a few minutes talking about the current design we're ready to proceed with.

MR. VARENHORST: Thank you, and thank you for having me. As Mr. McGovern said, I came on the project starting about six months ago. The project was changed from 89 units. It was bumped up to 100 units. At that time we were asked to look at the facade and the design. We have worked very closely with Roger O'Brien and Kim Holden and went through the planning and design review board and all of the steps. So I believe you're the last step in this process.

This is a facade facing Main Street. The building is in three parts; a small appendage here, main nine-story building, little one-story building on the left. What we are proposing is to really redesign the streetscape.

You may have gone by the building recently. There was a canopy on the building. We took that canopy off, exposed all the structure underneath. We're going to replace where that canopy is, give the building a new base; a combination of stone at the

bottom right at the sidewalk. And then use the plaster type material that looks very much like limestone and go up and all the way across and create a new storefront street elevation.

We're also going to replace the dark bronze glass and bronze framing and add a new, clear, anodized metal frame for the windows to give it a brighter look, provide new signage brackets hanging down so you can attach signage to it. We're going to add light fixtures picking up the light fixtures on Pratt Street now and then add street trees. We're showing street trees in pots here because we actually have a basement underneath our sidewalk. So we don't have much choice, but we wanted to add the trees to give the streetscape more height and cut down the scale on the sidewalk.

Now, a lot of discussion has been about the restaurant on the corner. And just to orient you this is the edge of the nine-story portion. Right now I think you've seen a peaked gabled roof structure on the top and one story. We were asked to redesign that. We actually maintained a part of that structure that's there. So in that same location we're extending the walls up and off that. We're building a trellised piece attached to two columns in the façade that become decorative elements in the facade. We're making the windows bigger. We're increasing the size of the windows, adding a range of materials to add interest to the building.

The base from the 945 building will continue which is a granite base. These will be panels of wood grain type material. And this will be a similar material. But it's just a solid color. And then the tan color is a stucco. And then what we're also doing on this floor is adding a stair tower to get people off the roof deck. And that will come out to the sidewalk. This is the Pratt Street elevation. Do you have any questions.

COMMISSIONER SIERRA: Are you planning to have outside tables or anything like that?

MR. VARENHORST: We're not planning that on the sidewalk. We're planning that on the second level. There will be tables outside on the roof deck. We were asked to add some additional plantings in pots by the design review board. And they also asked us to add lighting. And we propose to upright this so at night it looks alive and isn't just a dark surface.

CHAIRMAN CASARES: Any other questions?

COMMISSIONER SIERRA: That whole side there, I don't know if you've been down there. It's really dark. Is that enough light? Looks like you're going to be putting in five. It's real dark over there.

MR. VARENHORST: It is. Part of the reason it's dark is because the stores are empty. Part of the lighting scheme, what we've done with the signage, it will stand free with the glass. We've added light underneath here. That light will spill out to the sidewalk.

COMMISSIONER SIERRA: It won't be electrical signage then.

MR. VARENHORST: It's not the plan to do that.

COMMISSIONER SIERRA: It's just so brutally dark in that whole block.

MR. VARENHORST: We're going to overcome that with the anodized aluminum; an almost white, a little brighter, more modern. The lighting here will keep the signs bright and the storefront bright. What we really need to do is lease the space.

COMMISSIONER SIERRA: On those stores that you have there what is the square footage? Is it build to need, or do you have a set plan of what it's going to be?

MR. VARENHORST: Right now we have a considerable amount of space. So if you have anybody you know we have all this space to lease.

COMMISSIONER SIERRA: So there's no dictated amount then?

MR. VARENHORST: No. What we did with the signage is create a background with the signage that would be the same with each window opening. So if a store came in they could choose to put their sign on one and the rest to be decorative windows.

COMMISSIONER LEONARD-WOODS: Can you explain what the bottom facade is?

MR. VARENHORST: I'm sorry. This is a plan of the sidewalk. That will flip down. This is Main Street. This is Pratt Street. This is the restaurant on the corner. And that's the entry which is right there to the apartment building. And that's actually the entry to an interior mall where there's the hot dog place and a couple other tenants in there.

COMMISSIONER LEONARD-WOODS: You said the potted trees because there's a basement under there. The basement extends out to the sidewalk?

MR. VARENHORST: Yes.

COMMISSIONER LEONARD-WOODS: That's storage for the retail space?

MR. VARENHORST: Yes. It's storage and mechanical and utility space as well.

CHAIRMAN CASARES: Any comments? Thank you. I have a motion to approve a resolution to approve revised project plans and the date for the completion of improvements for 901-903 and 915-945 Main Street in the Main-Asylum-Trumbull Street Project.

COMMISSIONER SIERRA: Second the motion.

CHAIRMAN CASARES: All in favor? Opposed? Abstentions? Resolution passes. Thank you.

The motion to approve the resolution to approve revised project plans and the date for the completion of improvements for 901-903 and 915-945 Main Street in the Main-Asylum-Trumbull Street Project passed 4-0.

V. Executive Director's Report

CHAIRMAN CASARES: Executive director's report.

MR. MCGOVERN: Only item I have --David Panagore had to be at a meeting at the mayor's office on short notice.

The one issue is when we put our meeting schedule together for 2009 we made a mistake in that we scheduled the regular February meeting for Lincoln's birthday for February 12. We recommend we don't have a meeting on that day. As it stands right now looking at our pipeline of work it's very possible we wouldn't have any agenda items for February. At this point in time we could cancel that meeting. What I would recommend to the agency is towards the 1st of February send out a notice confirming there's no need for a meeting. And if a matter comes up to determine another date in February to hold a special meeting.

CHAIRMAN CASARES: Next on the agenda is other business.

VI. Other Business

MR. MCGOVERN: No other business Mr. Chairman.

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VII. Adjournment

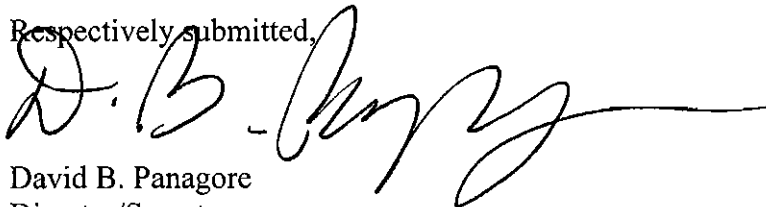
CHAIRMAN CASARES: Any public comment? Being none motion to adjourn is in order.

COMMISSIONER SIERRA: Second.

The motion was approved unanimously.

The meeting was concluded at 6:05 p.m.

Respectively submitted,

A handwritten signature in black ink, appearing to read "D. B. Panagore", with a long horizontal flourish extending to the right.

David B. Panagore
Director/Secretary