



Business Development Commission Meeting Minutes

The regular meeting of the Business Development Commission of Hampshire was called to order by Trustee Ryan Krajecki in person and through a MS Teams video chat on September 9th, 2020

Call to order at 6:31 pm

In-person: Commissioners Bill Swalwell, David Pizzolato, Susie Kopacz, Elaine Thomas and Trustee Ryan Krajecki; Commissioner Ian Lamp was attending electronically

Absent: Commissioner Karen Trzaska

Also, in attendance was Assistant to the Village Administrator Wray;

Public Comments:

- None

Meeting Minutes Approval From 7/8/20:

- Commissioner Lamp moved to make a motion to approve the 7/8/20 meeting minutes.
 - Second by Commissioner Kopacz
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas, Kopacz, Lamp and Krajecki
 - Nays: None
 - Absent: Trzaska

Meeting Minutes Approval From 8/19/20:

- Commissioner Kopacz moved to make a motion to approve the 8/19/20 meeting minutes.
 - Second by Commissioner Thomas
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas, Kopacz, Lamp and Krajecki
 - Nays: None
 - Absent: Trzaska

A5 Branding Presentation

- A5 presented their approach to develop a branding campaign for the Village and asked the BDC's a series of questions to shape their proposal.

Marketing Brochure Update

- Village Administrator Hedges provided an update that Trustee Reid has been working closely with the map designed to complete the map graphics. The brochure will be handed off to A5 once that is complete.

Main Street Program

- Formation of Main Street Committee – As Commissioner Kopacz and Trustee Krajecki find time to discuss further, this topic was tabled until October’s meeting.

Beautification Committee Report

- Commissioner Swalwell presented the following updates to the façade program.
 - Christina Michelle’s façade project is nearing 50% completion and the progress looks great. The BDC loves the look and incorporation of the BDC’s recommendations.
 - No other updates at this time.

Administrative Adjudication Update

- Village Administrator Hedges presented that the Village is looking at bringing in software to facilitate the adjudication process (ticketing, violation tracking) due to cost savings to the current process.
- Trustee Krajecki suggested that we begin to enforce the violations that exist with the three buildings on State St. that have been violators for some time.
- Village Administrator Hedges talked to the Village attorney and the current identified building code violations on State St. can happen immediately, instead of waiting for the software.

Hampshire’s Very Own

- The current schedule of Hampshire’s Very Own articles will be as follows:
 1. Moffett Physical Therapy (September)
 2. Vintage Hammer (October)
 3. Stanley Machine and Tool (November)
 4. Hampshire Animal Hospital (December)

New or Existing Business Update

- Village Administrator Hedges presented that Iron Wok has been taken over by a family that currently operates a business in Hampshire. Also, a sports bar will be opening right next to Iron Wok in the near future.
- Commissioner Swalwell moved to make a motion to adjourn at 8:38
 - Second by Commissioner Thomas
 - Motion carried by voice vote:
 - Ayes: Swalwell, Pizzolato, Thomas, Lamp, Kopacz and Krajecki
 - Nays: None
 - Absent: Trzaska