

Town of Wallingford

Economic Development Commission 45 South Main Street, Room 311 Wallingford, CT 06492

March 30, 2023

TO:

Members of the Economic Development Commission

FROM:

Stacey Hoppes, EDC Secretary

SUBJECT:

Regular Meeting Agenda – Monday, April 3, 2023 @ 6:30 p.m.

LOCATION:

Town Hall, Room 315 45 South Main Street Wallingford, CT 06492

- 1. Pledge of Allegiance
- 2. Discussion on Regular Meeting Minutes dated March 6, 2023 (attach.)
- 3. Review of Monthly Expenditure Reports March 2023 (not available as of yet)
- 4. Committee remarks
 - Marketing
 - > Update on committee activities
 - > Next meeting:
 - P&Z Liaison
 - > Update on committee activities
 - >Next meeting:
 - Retention/Incentives
 - >Update on committee activities
 - >Next meeting:
- 5. Staff report/regional matters
- 6. Chair's remarks
- 7. Other community business (vote)

Dates to Remember:

April 10th @ 6pm – FY 2023-24 Budget/Public Hearing April 11th @ 6:30pm – Town Council Regular Meeting April ? - PZC Special Meeting April 10th @ 7pm - PZC Regular Meeting April 18th @ 6:30pm - FY 2023-24 Budget - EDC April 25th @ 6:30pm - Town Council Regular Meeting

C: Town Clerk's Office (for posting)

ec: EDC Members

Town Council (via T. Clerk) Kevin Pagini, P&Z Maribel Carrion, QCC Ray Andrewsen, QCC GovMedia

NH Reg., Htfd. Courant, R-J Website Rosemarie Preneta Jessica Wysocki Bill Comerford

Individuals in need of auxiliary aids for effective communication in programs and services of the Town of Wallingford are invited to make their needs and preferences known to the ADA Compliance Coordinator at 203-294-2070 five days prior to meeting date.

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Town of Wallingford

Economic Development Commission 45 South Main Street, Room 311 Wallingford, CT 06492

Economic Development Commission Regular Meeting Minutes March 6, 2023

Present:

Mark Gingras, Vice Chair Hank Baum, Commissioner Anthony Bracale, Commissioner Rob Fritz, Commissioner Jim Wolfe, Commissioner Gary Fappiano, Alternate

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Absent: Patty Powers, Commissioner

Tim Ryan, Commissioner Patricia Cymbala, Alternate

Others Present:

Joe Mirra, Acting Economic Development Specialist

Stacey Hoppes, EDC Secretary

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Vice Chair Mark Gingras called the regular meeting of the Economic Development Commission to order at 6:35 p.m.

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29 1. Pledge of Allegiance - Commissioner Gingras led the Commission in the Pledge of Allegiance.

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31 2. Discussion and Possible Action on Regular Meeting Minutes dated February 6, 2023 -Jim Wolfe made a motion to approve the minutes with minor corrections as presented. Anthony Bracale seconded the motion. The minutes were unanimously approved.

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3. Review of Monthly Expenditure Report - December 2022 - Hearing no comments, Commissioner Gingras moved onto the next agenda item.

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39 4. <u>Discussion on Warehousing</u> – Planning & Zoning Commission has placed a moratorium on warehousing. EDC submitted a letter to the PZC stating their concerns about a moratorium.

The PZC understood the EDC's concerns about the length of the moratorium, and the

importance in the urgency to complete the upcoming workshops. Tentative workshop date is 42

43 March 29, 2023. Commissioners are encouraged to research types of warehousing and the

importance of today's warehousing infrastructure and local companies. Commissioners are 44

encouraged to attend the workshops if available and were asked to email Secretary Hoppes if

46 they are able to attend. 5. <u>Discussion on Revised EDC Yearly Meeting Schedule 2023</u> – The Commission had a brief discussion regarding the date changes yearly meeting schedule. Jim Wolfe made a motion to accept the Revised Yearly Meeting Schedule for 2023 as is. Rob Fritz seconded the motion. Motion was unanimously approved. Secretary Hoppes will finalize, distribute, and post the Revised Schedule.

55 6. Committee Remarks

- ➤ Marketing Mark Gingras updated that the Marketing Committee had a combined special meeting with the Retention Incentives Committee on February 24, 2023.
 - The committee is currently working on new artwork and landscape clearing for 3 of the
 existing EDC billboards. The artwork is going back out to Wallfrog for final
 updates/changes. Final artwork will be forwarded to the committees for approval prior
 to their next meeting. Secretary Hoppes is reaching out for quotes for the landscape
 clearing to submit to the committees at the next meeting.
 - Historic Railroad Station Reuse update CT Communities Challenge Grant deadline is in May 2023. EDC Staff is researching best uses for the building, and the overall lower town center development opportunities. The commission agrees that the town needs to focus on the overall development of this area, and not just the revenue stream of this one facility. The committee will have another update in April.
 - Broker's Breakfast update The committees would like to use these events as an educational/informational series of events with specific focal points for each meeting. The first meeting would be an introductory meeting to collect information on what the brokers needs are from the Town of Wallingford. What can we do to help them...Then the committees would like to focus on creating a list of the top 5 businesses/industries to target. Commissioner Powers offered to facilitate these Broker's Breakfasts.
 - Anthony Bracale, Patty Powers, and Secretary Hoppes will gather information regarding the use of a CRM software for business leads and retention. Will have an update at the next meeting.

Next Meeting: Retention Incentives Committee & Marketing Committee - Combined Special Meeting ~ Friday, March 17, 2023 @ 12:00pm (noon) - location TBD

81		•	P&Z Liaison – Hank Baum stated that they have not had a meeting. The committee	
82			continues to review the PZC meeting agendas. The committee plans to attend the	
83			Warehouse Moratorium Workshops.	
84		•	Next Meeting: No meeting scheduled	
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86		Retention/Incentives – Gary Fappiano stated that there was a conversation at the Special		
87		Combined Meeting on February 24th regarding updates suggested for the Incentive programs		
88		offered to businesses. He will bring the verbiage updates to the Law Department for review		
89		and update the committees at their next meeting.		
90		Next Meeting: Retention Incentives Committee & Marketing Committee - Combined		
91 92		Special Meeting ~ Friday, March 17, 2023 @ 12:00pm (noon) – location TBD		
93	7.	Staff Re	port/regional matters - Staff updated that applications for the ED Specialist position	
94		have been received and are being reviewed by Human Resources. Will have another update at		
95		the next meeting.		
96		>	Mirra updated that the EDC Ordinance was an item on the Town Council Ordinance	
97			Committee agenda of February 21st. Marrone requested a review of the Ordinance. No	
98			further actions were taken at the meeting.	
99		>	Staff mentioned that there is a grant opportunity through the State of CT DOT that is	
100			encouraging towns to look into the possibility of a Community Uber Project. This may	
101			be of interest for Youth and Social Services, Senior Center, or Housing Authority.	
102 103 104	8.	Chair's Remarks - None		
	9.	Next me	eeting Date: April 3, 2023 @ 6:30pm ~ Town Hall, Room 315	
107 108 109 110		There being no further business, Anthony Bracale made a motion to adjourn the meeting at 7:38 p.m.; Gary Fappiano seconded the motion. By unanimous vote, the motion carried.		
111 112 113 114			Sincerely,	
115 116 117 118 119 120			Stacey Hoppes, Secretary	
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