

1
2
3
4
5 **Economic Development Commission**
6 **Regular Meeting Minutes**
7 **November 6, 2017**
8
9

10 **Present:** Joe Mirra, Chair
11 Tom Collette, Commissioner
12 Patricia Cymbala, Commissioner
13 Gary Fappiano, Commissioner
14 Mark Gingras, Commissioner
15 Rosemarie Preneta, Commissioner
16 Hank Baum, Alternate
17

18 **Absent:** Jim Wolfe, Vice-Chair
19 Russ Mills, Alternate
20 Ed Zavaski, Alternate
21

22 **Others Present:** Tim Ryan, Economic Development Specialist
23 Lynn Wolff, Secretary
24 Jon and Leah Masella
25 CJ Tangredi
26
27

28 Chair Joe Mirra called the regular meeting of the Economic Development Commission to order at 6:30 p.m.
29 The Chair asked Hank Baum to serve as a voting member.
30

31 1. **Discussion and Possible Action on Special Meeting Minutes dated October 2, 2017** – Patricia
32 Cymbala made a motion to approve the minutes as drafted; Rosemarie Preneta seconded the
33 motion. By unanimous vote, the motion carried.
34

35 Commissioner Mark Gingras joined the meeting.
36

37 2. **Review of Monthly Expenditure Report** – No comments were made on the September report as
38 attached to the agenda.
39

40 3. **Committee Reports**

41 • **Marketing** –

- 42 ➤ **Update on meeting discussion** – Mark Gingras said the Committee is considering a
43 marketing mailing to be inserted in with an electric bill. Also, they discussed targeting
44 techno-centric businesses to help fill some vacant office space. Joe Mirra suggested the

45 Committee consider targeting companies that might use the recently approved incentive
46 program for office development. Tim Ryan added that the EDC is now a member of CT
47 Technology Council and hopes that this membership will be a positive resource for the
48 Town's needs. Joe Mira suggested that future company visits include those businesses that
49 fit the technology profile we're looking to attract -- we can ask what drew them here and
50 keeps them here. Mark continued his report saying the Committee discussed the marketing
51 of the IHZ; the final report from DOT/Parsons Brinkerhoff is expected mid-November.
52 Patricia Cymbala, in the discussion of the content for the utility bill insert, explained that the
53 Marketing Committee will highlight what makes Wallingford unique. These bill inserts go to
54 both commercial and residential customers – we need to get everyone to market the Town.
55 One thought for insert content is to tell the community more about the Commission – explain
56 what the EDC and its committees do. Hank Baum commented that the two videos are well
57 done and a good resource. The EDC agreed; Tim Ryan said he sends the links to the two
58 Town videos out with all inquiries. *It was asked that the YouTube links to the videos be*
59 *forwarded to the EDC.* Joe Mirra asked if satellite dishes are permitted in the IHZ; staff will
60 check with the Town Planner.

- 61 ➤ **Next meeting:** Mark Gingras said the next meeting is scheduled for November 29 at 10:30
62 a.m., Room 205.

- 63
64 • **P&Z Liaison** – Joe Mirra reported the Committee met on October 25 and the meeting started with a
65 review of its mission and responsibilities. The Committee would like to be notified as early as
66 possible about any upcoming meetings; staff mentioned that the agendas are posted on the web site
67 in advance of the meeting but admits that sometimes the advance notice is short. Also, the yearly
68 meeting calendars for various Town Committees and Commissions are posted on the Town's web
69 site, located under Meetings, Events & News.

- 70 ➤ **Update on PZC and ZBA actions** – Tim Ryan said the next workshop on the downtown has
71 not been scheduled yet.
- 72 ➤ **Updates on Plan of Cons. & Dev., Downtown, TOD** – No report.
- 73 ➤ **Next meeting** – None scheduled.

- 74
75 • **Retention/Incentives** –

- 76 ➤ **Update on meeting discussion** – Gary Fappiano said the Committee met on October 4.
77 They celebrated the approval of the three incentive programs that were passed by the Town
78 Council and also discussed the upcoming company visits in December. The visits are
79

80 scheduled for December 6 and 7; the list of companies is being finalized. Tim Ryan said if there
81 are any tech companies that should be visited, please let him know ASAP.

82 ➤ **Next meeting** – None scheduled

83
84 **4. Chairman's report** – Joe Mirra said that Tim Ryan and the Workforce Alliance did an outstanding job
85 assisting with the Holo-Krome job fair. Over 120 people attended. Interviews were done on the spot,
86 after a screening process was conducted, and several people were hired. HUBCAP plans to work with
87 Adult Education to help those who didn't get hired, according to Joe.

88
89 **5. Staff reports/regional matters** – Tim Ryan reviewed items from the October monthly report sent out
90 with the agenda. He highlighted a few items: He's working with the Electric Division and a local
91 manufacturer on a "release of easement" which would allow the manufacturer to expand at his current
92 location. As mentioned, the final TOD report from Parsons Brinkerhoff is expected in November. Mark
93 Gingras suggested using the Davenport property (behind Parker Place) as a success story. Liz Landow
94 reported that this year's Celebrate Wallingford was the most successful ever. She had to turn away over
95 20 companies who wanted booth space and WCI is considering expanding the event for next year.

96 ➤ **Draft Sign-up Sheet for GNHCC the Big Connect** – Tim Ryan asked members to sign up and
97 assist him at the upcoming trade show on November 16.

98
99 **6. Dates to Remember** –The Wallingford Public Library plans to feature Holo-Krome at the next *Made in*
100 *Wallingford* program. This program is scheduled for December 11, 7-8 p.m.

101
102 **7. Community Involvement** – No comments.

103
104 **There being no further business, Tom Collette made a motion to adjourn the meeting at 7:05**
105 **p.m.; Mark Gingras seconded the motion. By unanimous vote, the motion carried.**

106
107 Sincerely,

108
109
110
111 Lynn M. Wolff, Secretary