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5 **Economic Development Commission**
6 **Regular Meeting Minutes**
7 **December 1, 2014**
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11 **Members Present:**

Dick Nunn, Vice-Chair
Tom Collette
Mark Gingras
Rosemarie Preneta
Jim Wolfe

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17 **Members Absent:**

Joe Mirra, Chairman
Gary Fappiano

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20 **Others Present:**

Ginny Kozlowski, REX
Don Roe, Ec. Dev. Coordinator
Tim Ryan, Ec. Dev. Specialist
Lynn Wolff, Secretary

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26 Vice-Chairman Dick Nunn called the regular meeting of the Economic Development Commission to order
27 at 6:30 p.m.
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29 **1. Guest: Ginny Kozlowski, Executive Director, Regional Economic Xcelleration** – Ginny

30 Kozlowski distributed and reviewed a 2014 REX Development Update (*copy attached*) along with
31 some other documents she thought might be of interest. She then provided a data rich presentation
32 on the region and REX activities. After Ginny's presentation, Don Roe noted that this is the third year
33 of the EDC's initial commitment to REX and budget discussions will soon begin. Since the cost of the
34 yearly dues is one of the largest items in the EDC's budget, it does come under scrutiny and it is
35 important to be clear how much REX helps our community. Don suggested that the EDC/staff need
36 to talk to other communities that have directly benefited from REX assistance with, for example,
37 brownfields, CEDs money, etc. Ginny gave staff names of a few communities to call. Don also said
38 that the new "brownfields" for towns might well turn out to be the properties owned by not-for-profits;
39 Ginny agreed this is something to consider. Tim Ryan noted that some of the very things that made
40 us attractive to for-profit businesses, like low electric rates, also make us attractive to not-for-profits.
41 Ginny said it is better for any town if a not-for-profit leases rather than buys a property. Ginny then
42 asked if she needs to do anything now in preparation for budget time. Don said the first step will be

43 to talk with other towns; *staff will contact REX later about next steps.* The Commission thanked
44 Ginny for attending the meeting.

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46 **2. Discussion and Possible Action on Regular Meeting Votes & Motions dated November 3, 2014**
47 **and Regular Meeting Minutes dated November 3, 2014** – Mark Gingras made a motion to
48 **approve both documents as drafted; Jim Wolfe seconded the motion. The motion was**
49 **approved by unanimous vote.**

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51 **3. Review of monthly Expenditure Report** – Don Roe had no comments on the October report. Jim
52 Wolfe asked what will happen to the money allocated for a new highway sign along Route 15, since it
53 appears that a sign there is no longer an option. Don said that the Marketing Committee, at their next
54 meeting, will talk about other signage options. A capital account can be kept active for up to three
55 years, as long as there is some activity in the account.

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57 **4. Review and possible action on 2015 Yearly Meeting Schedule** – Jim Wolfe made a motion to
58 **accept the 2015 Yearly Meeting Schedule as drafted; Mark Gingras seconded the motion. By**
59 **unanimous vote, the motion carried.**

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61 **5. Committee Reports**

62 • **Marketing** – Tom Collette said the Committee will meet on December 10; no further report.

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64 Mark Gingras asked if, on future agendas, the word “vote” could be added to the end of any agenda
65 item that needs a vote by the Commission; *this will be done starting with the January agenda.*

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67 • **P&Z Liaison** – Jim Wolfe said he met with the Planning & Zoning Department regarding the
68 transit-oriented development grant. Otherwise, activity with the PZC has been very light. The
69 P&Z Liaison Committee will only have a January meeting if needed.

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71 The EDC discussed zoning regulations re: small businesses being run out of private
72 homes. Jim Wolfe said he didn't think this was an issue in which the EDC should be involved
73 and he doesn't support home businesses in a residential zone. Rosemarie Preneta reminded
74 members that downtowns are supported by small businesses; there comes a time when a
75 small business is better suited for a downtown space. Don Roe felt the issue of someone
76 working out of their home is something the EDC might need to discuss but agreed it doesn't
have to be discussed now.

- 77 • **Retention/Incentives** – Rosemarie Preneta said the Committee did not meet in November.
78 Rosemarie commented that the Big Connect trade show, at which she assisted, was a good
79 show.

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- 81 **6. Review and discussion re: Downtown** – Jim Wolfe reported that he, Joe Mirra, Mark Gingras, Don
82 Roe and Tim Ryan attended a meeting with WCI at HUBCAP to discuss downtown issues and
83 opportunities as they relate to TOD, IHZ and the Plan of Conservation & Development. As mentioned
84 at the November EDC meeting, there doesn't seem to be a problem with good ideas, there seems to
85 be a problem with implementation. Another meeting will be held in December. WCI hopes to
86 schedule a January meeting with the Mayor and request a formal committee be created. Mark said
87 he suggested that the committee include businesses from outside the downtown as well as the EDC,
88 WCI and downtown businesses; this will make it more of a Town committee rather than just a
89 downtown group. People at this meeting felt it was an opportune time to create such a committee but
90 it was important that the committee include someone who feels strongly about the project. Mark feels
91 the Mayor's input/backing is key.

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- 93 **7. Staff Reports** – Tim Ryan distributed and reviewed the November report (*copy attached*). Highlights
94 include:

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- 96 • Allnex announced a \$4 million expansion at their South Cherry Street facility;
97 • Staff is working with GKN regarding expansion plans;
98 • The Wallingford Chick-fil-A had the 4th largest (out of 1,805 stores) grand opening in company
99 history and has led the company in sales every day since their grand opening;
100 • Wallingford economic development activity has been averaging two stories/week in the local
101 media; and
102 • Staff was contacted by a firm hired to appraise the US Post Office facility on Research
103 Parkway.

104 Mark Gingras asked how the e-mail marketing activity has been going. Tim said it is going well.

105 We are trying to leverage more through articles. Staff needs to meet with Web Solutions to learn how
106 to handle the MailChimp account.

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- 108 **8. Dates to Remember** – Don Roe reminded members about WCI's upcoming Holiday Stroll, the
109 Quinnipiac Chamber of Commerce holiday party and the GNHCofC Regional Economic Outlook
110 breakfast meeting. Rosemarie Preneta asked to be registered for the QCofC holiday party and Mark
111 Gingras asked to be registered for the GNHCofC breakfast meeting; *the secretary will make these*
112 *reservations.*

113 Mark Gingras complimented Jim Wolfe and Joe Mirra for their part in the story regarding the
114 building across from the pool.

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116 **9. Community Involvement** – No comments.

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118 **There being no further business, Rosemarie Preneta made a motion to adjourn the meeting at**
119 **8:05 p.m.; Jim Wolfe seconded the motion. By unanimous vote, the motion carried.**

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Sincerely,

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Lynn M. Wolff, Secretary

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Attachment

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EDCRMMin1201144DrNotApp

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