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4 **Economic Development Commission**
5 **Regular Meeting Minutes**
6 **March 7, 2016**
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9 **Members Present:** Joe Mirra, Chairman
10 Tom Collette
11 Gary Fappiano
12 Mark Gingras
13 Rosemarie Preneta
14 Jim Wolfe
15
16 **Members Absent:** Dick Nunn, Vice-Chair
17
18 **Others Present:** Don Roe, Ec. Dev. Coordinator
19 Tim Ryan, Ec. Dev. Specialist
20 Lynn Wolff, Secretary
21 Joan Molloy, Esq.
22 Steve Zion, Toyota of Wallingford
23 Gary Greenalch
24 Jessica Wysocki
25

26 Chairman Joe Mirra called the regular meeting of the Economic Development Commission to order at
27 6:30 p.m.
28

- 29 1. **Presentation by and discussion with Atty. Joan Molloy and Mr. Steve Zion** – Attorney Molloy,
30 Mr. Zion and Mr. Greenalch discussed plans to move the Toyota of Wallingford dealership to property
31 across from the Staples Plaza. In order to go forward with this project, they need to request a ZBA
32 variance for reduced landscaping along the Route 5 property line. After listening to their presentation
33 and asking specific questions about the plans, **Jim Wolfe made a motion that the EDC support the**
34 **project when it is submitted to ZBA; Tom Collette seconded the motion. By unanimous vote,**
35 **the motion passed.** *The EDC asked that staff prepare a letter of support.*
36
37 2. **Election of Officers** – Item remained tabled.
38
39 3. **Discussion and Possible Action on Regular Meeting Minutes dated February 1, 2016** – Jim
40 Wolfe made a motion to approve the minutes as drafted; Mark Gingras seconded the motion.
41 The motion was approved by unanimous vote.
42

43 **4. Review of Monthly Expenditure Reports** – In addition to the January 2016 report attached to the
 44 agenda, the secretary distributed copies of the February report. Jim Wolfe said the Transportation
 45 line item should be increased; Don Roe said this will be done in April.

46
 47 **5. Committee Reports**

48 • **Marketing –**

- 49 ➤ Recap of 2015 marketing activities - Tom Collette reviewed the annual report that will be
 50 sent to the Mayor.
 51 ➤ Discussion and possible action on 2016-17 budget – Don reviewed the budget as drafted.

52 **Mark Gingras made a motion to approve the budget for 2016-17 as drafted in the**
 53 **amounts of:**

54	Transportation	\$ 1,000
55	Promotional Exp.	29,050
56	Office Exp. & Supplies	2,900
57	Dues & Fees	3,000
58	Prof. Svcs – Consulting Eng	50,000

59 **Jim Wolfe seconded the motion. By unanimous vote, the motion passed.**

- 60 ➤ Follow up on GIS – Tom reported that the Mayor indicated he would be open to a proposal
 61 about GIS and the Committee plans to work on this at its next meeting.
 62 ➤ Next meeting – March 23, 2016.

63 Additional marketing items being worked on: digital advertising campaign in the Hartford
 64 Business Journal's CT Morning Blend during April-June as well as bids for landscaping work
 65 around our billboards, resurfacing the southbound billboard, and new promotional materials.

66 • **P&Z Liaison –**

- 67 ➤ Update on: Plan of Conservation & Development – Jim plans to attend the special
 68 meeting this week concerning POCD/TOD.
 69 ➤ Discussion re: downtown – No update.
 70 ➤ Next meeting – No meeting date was set.

71 • **Retention/Incentives** – Rosemarie Preneta said she had planned to attend the Governor's
 72 Economic Development Forum on February 16 in Hartford but she never made it due to the snow.

- 73 ➤ Follow-up re: Bristol-Myers Squibb – Tim Ryan said Binswanger has been selected to
 74 market the property; staff will meet with Binswanger next week.
 75 ➤ Discussion re: Key Accounts Program – The Committee discussed this program, including
 76 how the original list was developed, whether any changes should be made to the list and
 77 whether it is worth continuing to use it. It was agreed that some changes should be made
 78 to the company list and the Committee will review the program.

- 79 ➤ Discussion re: incentive programs—Manufacturers, I-5, Downtown and Other – The
 80 Committee needs to work on this.
 81 ➤ Next meeting – To be scheduled.

82 The EDC discussed the need for alternates. *It was agreed that staff should resend the letter to*
 83 *the Mayor concerning adding alternates.* Mark Gingras suggested that EDC members come to
 84 the April meeting with some possible candidates to suggest to the Mayor.
 85

86 **6. Chairman's report** – Chairman Mirra had no report.

87
 88 **7. Staff reports/regional matters** – Tim Ryan distributed and reviewed the February report (*copy*
 89 *attached*).

90 Don Roe reminded the EDC about three upcoming budget meetings: Budget review with the
 91 Mayor on March 15 (Don and Joe Mirra will attend); Budget Public Hearing with the Town Council on
 92 April 7 (Don and Joe Mirra will attend); and the EDC's Budget Workshop with the Town Council on
 93 April 18 (it was requested as many EDC members attend as possible).

94 Meriden requested staff send a survey out to Wallingford companies as part of a TOD project; the
 95 survey was sent to approximately 10 Wallingford companies.
 96

97 **8. Dates to Remember** – Nothing further to report.

98

99 **10. Community Involvement** – No report.

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101 **There being no further business, Mark Gingras made a motion to adjourn the meeting at 7:42**
 102 **p.m.; Tom Collette 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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Attachments

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EDCRMMin30716DrNotApp

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