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4 **Economic Development Commission**
5 **Regular Meeting Minutes**
6 **May 2, 2016**
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9 **Members Present:** Joe Mirra, Chairman
10 Tom Collette
11 Gary Fappiano
12 Rosemarie Preneta
13 Jim Wolfe
14

15 **Members Absent:** Mark Gingras
16 Dick Nunn, Vice-Chair
17

18 **Others Present:** Don Roe, Ec. Dev. Coordinator
19 Tim Ryan, Ec. Dev. Specialist
20 Lynn Wolff, Secretary
21 David Flyntz
22 Brian Lipiner, Record-Journal
23 Jessica Wysocki
24

25 Chairman Joe Mirra called the regular meeting of the Economic Development Commission to order at
26 6:31 p.m.
27

28 1. **Election of Officers** – Item remained tabled.
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30 2. **Discussion and Possible Action on Regular Meeting Minutes dated March 7, 2016** – Before
31 making a motion, Jim Wolfe asked who “Meriden” referred to in line 94; Don Roe said it referred to
32 the City of Meriden and gave an overview of the survey. **Jim Wolfe made a motion to approve the**
33 **minutes as drafted; Rosemarie Preneta seconded the motion. The motion was approved by**
34 **unanimous vote.**
35

36 3. **Review of Monthly Expenditure Reports** – Don Roe said the EDC anticipates a fairly high
37 underrun; more on this later.
38

39 4. **Committee Reports**

40 • **Marketing –**

- 41 ➤ Update re: alternates for Commission – Don Roe briefed the EDC on the upcoming
42 Ordinance Committee meeting on May 5. The agenda contains two items of interest to the
43 EDC: the EDC request for adding alternates and a discussion about incentives in the IHZ.

- 44 The EDC's request for alternates is outlined in the December 14, 2015 letter to Mayor
45 Dickinson. Regarding incentives, Don said that the Law Department noted that Sec.12-
46 65b of the CT General Statutes, upon which the EDC bases its incentives, had been
47 updated as of January 1, 2016. A copy of the updated language was distributed to the
48 EDC.
- 49 ➤ Discussion re: 30 second "commercial" – Tom Collette asked the EDC for any comments
50 regarding the proposed language for this "commercial". Jim Wolfe thought he read that
51 Wallingford has the lowest electric rates in the tristate area; if this can be verified, the
52 language in the "commercial" should be changed. *Staff will ask the Electric Division if*
53 *Wallingford has the lowest electric rates in the tristate area.*
 - 54 ➤ Discussion re: CERC municipal training event – Tom Collette reminded everyone that the
55 event will be held on May 25 with the Chamber "footing the bill". Don Roe said the Greater
56 New Haven Chamber of Commerce will mail the invitations and the Quinnipiac Chamber is
57 handling the RSVPs. The EDC should receive their invitations shortly.
 - 58 ➤ Update on video production – Tom Collette said the Marketing Committee and Tim Ryan
59 had a conference call with Lou Ferraro at Wallfrog to discuss the project. The video will be
60 shot soon.
 - 61 ➤ GIS – Don Roe said Assessor Jackson was unable to attend the May meeting to discuss
62 this project. Staff will meet with him to work out the "nuts and bolts".
 - 63 ➤ Additional marketing items being worked on: Tom Collette said the Committee also
64 discussed the work Wallfrog is doing on the printed promotional materials; the ongoing
65 Hartford Business Journal digital ad campaign; and the industrial park signage project.
66 Jim Wolfe asked whether staff had gotten a price for clearing brush around the EDC
67 billboards. Don Roe said we first needed to secure permits from CT DOT; when the
68 permits were finally issued, they were sent to the wrong department and thrown away.
69 *Staff needs to reconnect with DOT to see about permits being reissued.*
 - 70 ➤ Next meeting – May 18 at 3 p.m.
- 71 ● **P&Z Liaison –**
 - 72 ➤ Report on PZC and ZBA actions – Jim Wolfe attended two ZBA meetings in support of a
73 request by North Colony Development Group asking ZBA for three variances (set-back,
74 driveway and sidewalk); the company was granted variances for set-back and the
75 driveway but did not get one for the sidewalk. They seem OK with that decision. Jim also
76 attended two PZC meetings where the requests by the wineries were discussed. Jim feels
77 both sides have reached the "middle ground" and, therefore, does not plan to attend the
78 meeting next week.

- 79 ➤ Update on Plan of Cons. & Dev. – Jim said he, Don and Tim Ryan attended several
80 meetings on the POCD and TOD. The Plan will next go to the Town Council; a meeting
81 has not been scheduled yet. Don asked Jim if he wanted staff to prepare a synopsis of
82 the economic development section of the POCD; Jim said no, not until after it goes before
83 the Council.
- 84 ➤ Discussion re: downtown – No meetings scheduled as yet.
- 85 ➤ Update on TOD – Jim got a copy of a document outlining the vision for the TOD around
86 the train station. He also got a copy of Governor’s Bill 19 which relates to that area but
87 has not had time to fully review it yet.
- 88 ➤ Next meeting – No meeting date was set.
- 89 ● **Retention/Incentives –**
- 90 ➤ Update on Bristol-Myers Squibb – Nothing new to update.
- 91 ➤ Discussion re: key accounts program and visitation program – Gary Fappiano said two
92 companies will be removed from the key accounts list; replacements will be discussed at
93 their next meeting. Although company visits normally done in May/June were not
94 scheduled, Don wondered if the EDC thinks staff should try to arrange a company visit
95 with Amazon for June. The EDC agreed; Joe Mirra and Tom Collette said they would
96 represent the EDC.
- 97 ➤ Discussion re: incentive programs—Manufacturers, I-5, Downtown and Other – Gary said
98 that, at the budget workshop, the Town Council seemed willing to look at additional
99 incentives and this will be discussed at the next Committee meeting.
- 100 ➤ Next meeting – To be scheduled.

101 The EDC discussed alternates for the EDC. Don said that, if approved, the same process will be
102 followed as is done for a new Commissioner: potential candidates will send a letter to the Mayor
103 and be interviewed.

104

105 5. **Chairman’s report** – Chairman Mirra said he wants to keep the Town vibrant and to do this we need
106 to continue to improve our downtown parking lots. Some work has been done – lots have been
107 numbered and lines are being painted – but more work needs to be done.

108

109 6. **Staff reports/regional matters** – The March report (*copy attached*) was distributed and reviewed by
110 the Commission. Don Roe mentioned that, besides the ads in the Hartford Business Journal, ads will
111 also be run in the New Haven Business Journal.

112 Don told the EDC that the requested allocation for hiring a consulting engineer was removed from
113 the EDC 2016-17 budget. The project is to be done in-house by the Engineering Office. Don

114 suggested Town Engineer Rob Baltramaitis be invited to an upcoming meeting (no later than
115 September).

116

117 **7. Dates to Remember** – Nothing further to report.

118

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

120

121 **There being no further business, Jim Wolfe made a motion to adjourn the meeting at 7:12**

122 **p.m.; Tom Collette seconded the motion. By unanimous vote, the motion carried.**

123

124 Sincerely,

125

126

127 Lynn M. Wolff, Secretary

128

129 Attachments

130

131 EDCRMMin350216DrNotApp