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**Economic Development Commission  
Regular Meeting Minutes  
May 5, 2014**

**Members Present:** Joe Mirra, Chairman  
Dick Nunn, Vice-Chair  
Tom Collette  
Gary Fappiano  
Rosemarie Preneta  
Jim Wolfe

**Members Absent:** Mark Gingras

**Others Present:** Don Roe, Ec. Dev. Coordinator  
Tim Ryan, Ec. Dev. Spec.  
Lynn Wolff, Secretary

Chairman Joe Mirra called the regular meeting of the Economic Development Commission to order at 6:37 p.m.

- 1. Discussion and Possible Action on Regular Meeting Minutes dated April 7, 2014 – Jim Wolfe made a motion to approve the April 7, 2014 regular meeting minutes as drafted; Tom Collette seconded the motion. The motion was approved by unanimous vote.
- 2. Review of Monthly Expenditure Report – No questions on the report.
- 3. Chairman’s Remarks – Joe Mirra said a letter of support from the EDC should be included in the application for the Simpson Court Public Parking (rear) Enhancement Project. Since the application deadline falls before the June meeting and since the draft letter was not yet ready, Don Roe asked the EDC to allow Joe Mirra to sign a letter of support on behalf of the Commission. **Jim Wolfe made a motion to support Joe Mirra signing a letter of support to be included in the Town’s application for the Simpson Court Public Parking (rear) Enhancement Project.** Don Roe was asked to provide more information about the application. Don said it’s very similar to last year’s submission except more detail will be added. Joe said the project is a downtown community resource and a model for improving the other parking lots in the Town. He added that an architectural rendering of the project should be added to the application. **Gary Fappiano**

44 **seconded the original motion and added the provision that an architectural rendering be**  
45 **included. By unanimous vote, the revised motion carried.**

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47 **4. Staff Reports** – The April staff report (*copy attached*) was distributed and reviewed by Tim Ryan.

48 Also discussed was a suggestion by a resident that the EDC consider a historical design for the  
49 proposed highway sign along the Merritt; it was noted that a location for this sign still needs to be  
50 found. Tim also reviewed the Dates to Remember, adding a CCM/CERC program on  
51 Fundamentals of Economic Development on May 29 at Meriden Town Hall.

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53 **5. Committee Reports**

54 • **Marketing** – Tom Collette said the Committee met with LT Creative to discuss promotion ideas  
55 using “PlugIn2Wallingford”. He also mentioned that the Marketing Committee should plan to  
56 meet before the June meeting to discuss progress on the design and location of the highway  
57 sign; Don Roe added that underruns should also be discussed at that meeting.

58 • **P&Z Liaison** – Jim Wolfe said he and Joe Mirra attended the last PZC meeting; Joe spoke  
59 regarding the proposed expansion of the YLB zone. The PZC agreed to consider an application  
60 for the proposed expansion. Don Roe said he then met with Kacie Costello to discuss what is  
61 needed for the application. The EDC is responsible for much of the paperwork, including an A-2  
62 survey (which might be waived), a drawing and a mailing to residents in the area. It is hoped to  
63 have the application completed in time for the PZC June meeting.

64 • **Retention/Incentives** – Gary Fappiano said the Committee met tonight to discuss the Key  
65 Accounts Program; access to this was added to the EDC pages on the web site. Changes are  
66 being considered including: changing the name, refining the mission statement, adding  
67 language on the log-in page to allow companies to request information and adding a check-list.

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69 **6. Regional Matters (CCAED, GNHCofC, NHMA, QCofC, REX, WA)** – Tim Ryan mentioned he met  
70 with REX today in order to learn more about what they do; he felt the meeting was productive.

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72 **9. Community Involvement** – Joe Mirra mentioned a business which expressed interest in moving  
73 into the downtown; possible locations were discussed.

74 Jim Wolfe noted that some colleges in the area have been expanding and looking for suitable  
75 space. If one of our school buildings become vacant, it might be perfect to offer a college and be  
76 good for economic development. Gary Fappiano said that a trade school might be a better fit; that  
77 way, local industry could benefit.

78 Joe Mirra mentioned receiving an email from Shop-Rite concerning its plan to pick up litter on a  
79 monthly basis along Ives Road. *Shop-Rite will be added to the list of members of the Adopt-A-  
80 Road volunteers and the email will be given to the Mayor's Office as well.*

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**There being no further business, Tom Collette made a motion to adjourn the meeting at 7:30 p.m.; Jim Wolfe seconded the motion. By unanimous vote, the motion carried.**

Sincerely,

Lynn M. Wolff, Secretary

Attachment

EDCRMin50514DrNotApp