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4 **Economic Development Commission**
5 **Regular Meeting Minutes**
6 **September 12, 2016**
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9 **Members Present:**

Joe Mirra, Chairman
Tom Collette
Gary Fappiano
Mark Gingras
Rosemarie Preneta
Jim Wolfe

16 **Members Absent:**

18 **Others Present:**

Don Roe, Ec. Dev. Coordinator
Tim Ryan, Ec. Dev. Specialist
Lynn Wolff, Secretary
Rob Baltramaitis, Town Engineer
Richard McHugh

24 Chairman Joe Mirra called the regular meeting of the Economic Development Commission to order at
25 6:30 p.m.
26

27 **1. Discussion with Rob Baltramaitis, Town Engineer** – Rob Baltramaitis discussed some of the
28 engineering projects that were of interest to the EDC, including:

- 29 • **Exit 65/River Road** – Rob reviewed the ConnDOT's on-ramp project. Tim Ryan mentioned
30 that the EDC would still like to put a sign in that area. He asked Rob let the Commission
31 know if a potential spot becomes available.
- 32 • **Research Parkway Extension** – After listening to the EDC describe what they hoped the
33 study would cover, Rob said he could do the work but couldn't commit to starting it now.
34 Once an Assistant Town Engineer is hired, the Department should have the time.
- 35 • **Route 68 improvements** – Rob said that the Route 68 upgrades in Yalesville are complete.
36 Don Roe asked if there were any other recommendations from the Route 68 Corridor Study
37 that the EDC should try to push forward; Rob thought that Chapel Street area is of concern.
38 The EDC discussed ways to get westbound traffic in that area onto Route 68 without
39 signalization. Don asked, if Chapel Street is the next area to consider, is that Engineering or
40 EDC? The next improvement should be a dedicated northbound, left-turn lane onto Route 68
41 from Route 150. Rob suggested that it might be a good project to have SCRCOG involved in.
- 42 • **Route 5 improvements** – Rob and the EDC talked about needed improvements along

43 Route 5. Gary Fappiano noted that the Route 5/Center Street intersection is a problem area;
44 the EDC discussed ways to fix it, including changing the traffic light timing. Rob told the EDC
45 that the Town has control over the light configuration. Jim Wolfe wondered if increasing the
46 time for the dedicated left turn arrow going east might alleviate some of the conflict/ backup;
47 Rob thought that might help and will investigate the possibility.

48 Regarding the hourglass areas on Route 5, Don asked Rob if the State is planning now to
49 correct these; Rob said he doesn't know of any State projects to fix these areas now. Jim
50 Wolfe suggested fixing the one near Walmart because it's the shortest and easiest section.
51 Rob said, although that is the shortest in distance, that the first priority should be the
52 hourglass by the former Sam's as it is the most congested section and the private property is
53 not being utilized. Jim also mentioned that an on-ramp to the Merritt from Yale Avenue might
54 help traffic.

- 55 • **Town parking lot behind the Railroad Station** – Rob told the EDC that the Town plans to
56 improve this parking lot next year in conjunction with improving Quinnipiac Street and North
57 Cherry Street.

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59 Don Roe asked Rob Baltramaitis what the EDC could do to assist his Department with any of these
60 potential projects; Rob said that the best way to help is to apply pressure to the State. The EDC
61 thanked Rob for attending and he left the meeting at 6:55 p.m.

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63 **2. Discussion and Possible Action on Special Meeting Minutes dated June 7, 2016 – Mark**
64 **Collette made a motion to approve the minutes as drafted; Jim Wolfe seconded the motion.**
65 **By unanimous vote, the motion carried.**

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67 **3. Review of Monthly Expenditure Reports** – No comments were made.

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69 **4. Committee Reports**

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- **Marketing** –

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- **Update on promotional projects: 30 second “commercial” card, video, printed pieces, etc.** – Tom Collette went through the promotional pieces. The EDC loved the videos. Gary Fappiano asked if it was okay for a Wallingford company to add our YouTube video, to its website. The EDC said yes, it's in the public domain and advertises our Town. The 30 second “commercial” card, inserted in a cell phone wallet; revised prospectus; and Why Wallingford brochure were given to each Commissioner. The EDC said they were pleased with the work done by WallFrog on the promotional pieces.

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- 78 ➤ **Update on CERC municipal training event** – The invitations for this event were mailed
79 and the Quinnipiac Chamber is keeping track of the registrations. To date, 13 have
80 registered. All EDC members plan to attend and *asked the secretary to register them.*
81 Don Roe asked the EDC what should be done about the attendance; no suggestions were
82 made.
- 83 ➤ **Update on GIS, highway sign brush clearing project, etc.** – Tom reported that the
84 Mayor agreed to go ahead with adding GIS, for industrial/commercial properties only, to
85 the website. Staff is working with the Assessor's Office to complete this project.
86 Regarding the brush clearing around the highway signs, Don Roe said no one
87 submitted a quote for the job last fiscal year and the DOT permits have now expired. *He is*
88 *working on reapplying for the DOT permits and rebidding the brush clearing project.* Jim
89 Wolfe suggested that the EDC consider renting the two billboards in Wallingford (near
90 Pilgrim's Harbor and Woodhouse) for one year – he feels they are more visible. *Staff will*
91 *contact the billboard company and get pricing.*
- 92 ➤ **Next meeting** – September 30 at 10:30 a.m.
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- 94 ● **P&Z Liaison** –
- 95 ➤ **Report on PZC and ZBA actions** – Jim Wolfe had no report on this item.
- 96 ➤ **Update on Plan of Cons. & Dev., recommendations for EDC action** – Jim suggested
97 the EDC review the excerpt and then, as a Commission, categorize what should be
98 tackled first. Jim felt revising the IX and I-5 regulations, getting a new tenant(s) for the
99 BMS facility and desirable re-use of the Eyelet Factory site were important. Regarding the
100 IX, Don Roe said that the Town first needs to adopt the watershed protection regulations
101 before other changes can be considered. Staff has met with the other Town departments
102 involved, urging them to finalize those regulations and submit them to the PZC. Jim asked
103 if we can get an idea as to when the submittal might go before PZC; *staff will schedule a*
104 *meeting with the departments involved and try to get an estimate.* Mark Gingras
105 commented that both the Eyelet Factory and BMS continue to be of high priority; he feels
106 we should be focused on the downtown. Don Roe agreed and said the downtown will be
107 something that all the EDC committees will be heavily involved in this year. Kacie
108 Costello, Town Planner, is actively drafting the new CA6 regulations for downtown. Jim
109 felt that, in the IX/I-5 zones, there might be some matters the PZC could consider without
110 the watershed regulations being finalized. The other Commissioners liked this suggestion.
111 Tim Ryan suggested looking at the 50% open space requirement, which is part of the
112 proposed regulations change. Don suggested separating the IX and I-5 so that the EDC

113 can focus on the IX. *Staff will schedule a meeting with the Town Planner to discuss*
114 *separating these two zones and notify Jim Wolfe and Joe Mirra of the meeting date.*

115 ➤ **Next meeting** – The Committee will meet whenever the Town Planner is available to
116 discuss IX and I-5.

117 • **Retention/Incentives** –

118 ➤ **Update on Bristol-Myers Squibb** – Tim Ryan said the Town remains in contact with BMS
119 and its broker on a regular basis. Subdividing and leasing are two options being
120 considered.

121 ➤ **Discussion re: key accounts program and visitation program** – Gary Fappiano said
122 the Committee needs to meet to continue the discussion about the key accounts program.
123 Also, November 3 and November 10 are the dates selected for the next company visits.

124 ➤ **Discussion re: incentive programs** – Manufacturers, I-5, Downtown and Other AND
125 discussion re: IHZ Tax Incentive Program – Don Roe said the EDC needs to have
126 something ready concerning the IHZ before the October 6 Ordinance Commission meeting
127 and to talk about all incentive programs. Gary said, due to work commitments, he
128 probably couldn't meet until the end of October. Don Roe suggested using email to
129 correspond in order to meet the deadline; the Committee agreed.

130 ➤ **Next meeting** – Before October 6.

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132 5. **Chairman's report** – Joe Mirra felt that the Mayor is close to choosing alternates.

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134 6. **Staff reports/regional matters** – The June, July and August reports (*copies attached*) were
135 distributed and reviewed by Tim Ryan. Don Roe did not anything to report.

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

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139 8. **Community Involvement** – No items.

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141 **There being no further business, Jim Wolfe made a motion to adjourn the meeting at 8:10**
142 **p.m.; Tom Collette seconded the motion. By unanimous vote, the motion carried.**

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144 Sincerely,

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147 Lynn M. Wolff, Secretary

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149 Attachments

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