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5 **Economic Development Commission**
6 **Special Meeting Minutes**
7 **September 8, 2014**
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11 **Members Present:** Joe Mirra, Chairman
12 Dick Nunn, Vice-Chair
13 Tom Collette
14 Gary Fappiano
15 Mark Gingras
16 Jim Wolfe
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18 **Members Absent:** Rosemarie Preneta
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20 **Others Present:** Don Roe, Ec. Dev. Coordinator
21 Lynn Wolff, Secretary
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24 Chairman Joe Mirra called the special meeting of the Economic Development Commission to order at
25 5:35 p.m.
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- 27 1. **Discussion and Possible Action on Regular Meeting Minutes dated July 14, 2014** – Mark
28 Gingras made a motion to approve the July 14, 2014 regular meeting minutes; Jim Wolfe
29 seconded the motion. The motion was approved by unanimous vote.
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31 2. **Review of Monthly Expenditure Report** – No report.
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33 3. **Chairman's Remarks** – Joe Mirra wondered if the EDC should consolidate the Marketing and
34 Retention/Incentives committees? Don Roe added that the backdrop of this idea is his feeling that
35 Downtown may need a committee of its own but there are not enough Commissioners to add another,
36 separate committee hence the suggestion to combine Marketing and Retention/Incentives, as Joe
37 mentioned, and combine PZL and Downtown. Each of these “new” committees would have three
38 members in order to avoid any quorum issues. Mark Gingras questioned whether a meeting of four
39 members of a Committee would indeed constitute quorum. *It was agreed that restructuring the*
40 *committees should be discussed further at an upcoming meeting; staff will check with the Law*
41 *Department regarding quorum.*
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4. Committee Reports

- **Marketing** – Tom Collette reported the Committee met on August 13 and reviewed a CERC presentation; discussed the Marketing Plan for 2014-15 (copy distributed); discussed Route 15 signage (which is still an active project at this time); talked about our membership in REX; discussed how to better work with WCI, Quinnipiac Chamber and Parks & Recreation (which is outlined in the Marketing Plan); and discussed how to build a better database of contact information. The Committee asked EDC members to review the Marketing Plan for 2014-15; they will ask for a motion to accept it at the October meeting.

Next meeting: September 23 at 12:45 pm.

- **P&Z Liaison** – Jim Wolfe said the EDC's request to the Planning & Zoning Commission to change the sign regulations in the I-40, I-20 and RF 40 zones was passed at the August meeting. Gary Fappiano said he was questioned by a business owner on Miles Drive for an explanation about why the business couldn't have a sign along Miles Drive. Jim Wolfe said he thought that particular business had already used their allotted amount of sign square footage on their building sign. The only way to get a sign along Miles Drive would be to reduce the square footage of the current building sign.

Jim Wolfe reminded the EDC of the Planning & Zoning Commission public hearing on the IHZ tonight and invited all the Commissioners to attend and show their support. Don Roe reminded the EDC of their vote on March 4, 2013 to support the IHZ.

Gary Fappiano said someone from the Center Street Cemetery Assoc. has concerns about the amount of vacancies across from the cemetery; Gary told him to contact staff or to attend an EDC meeting to discuss this. He also suggested talking to WCI but was told they had already talked to them.

Regarding the EDC's proposed zoning change in the YLB zone, Joe Mirra said he has had some contact with a business owner who also has interest in that zone and might not understand what the EDC intends to propose. Joe plans to call the owner and restate the EDC's proposed change; Joe will make a report at an upcoming meeting.

The Committee expects to meet on October 6.

- **Retention/Incentives** – Gary Fappiano said access to the EDC Member Area will go live on September 9. Staff gave a brief overview. Members discussed and agreed on a password. Also, company visits are scheduled for September 25, September 30, October 1 and October 2. Regarding company visits, Jim Wolfe asked if we'd ever attempted to visit Tilcon; they are part of a large parent company and it might be an interesting visit. Don Roe said that the company was approached in the past and wasn't receptive. However, *staff will put them on a list for a future visit.*

80 Gary is not sure about the date of the next meeting.

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82 **5. Staff Reports** – Don Roe distributed and reviewed the July and August staff reports.

83 Jim Wolfe noted that there were many times, even though staff and Town officials have worked
84 long and hard to get a company to locate in Wallingford, the company chooses to go elsewhere. Jim
85 suggested that the EDC create a letter which would be sent to companies who have chosen to go
86 elsewhere (like an exit interview).

87 Regarding targeted emails, Don told the EDC that this will come at a cost, some of which has
88 been budgeted for. Staff hopes to get this project underway shortly. A press release is also planned.

89 Mark Gingras wondered if we should somehow advertise that the EDC and the Town do have
90 internet. Don Roe said that the Marketing Plan for 2014-15 makes it very apparent that we are using
91 the internet as a tool for the EDC.

92 Regarding work staff has been doing with an Israeli company, Gary Fappiano said a partner in his
93 company (who is based in Israel) would be able to talk with this company, if staff feels that that would
94 be helpful.

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96 **6. Regional Matters (CCAED, GNHCofC, NHMA, QCofC, REX, WA)**

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- 98 • New Haven Manufacturers Association – There was a question as to whether the EDC is
99 continuing to get NHMA emails. *Don Roe will talk to Tim Ryan about dissemination of these
100 emails, particularly those with a calendar of events.*
 - 101 • Quinnipiac Chamber of Commerce – There are several Chamber events coming up, which are
102 highlighted on the agenda in the Dates to Remember. The EDC was asked about their
103 attendance at the Grand Opening on September 18; members agreed to have something sent
104 from a downtown business to commemorate this event.
 - 105 • Greater New Haven Chamber of Commerce - Don said a meeting has been scheduled for
106 September 12. Also, Don distributed a flyer regarding “Fiscal Sustainability: Critical to
107 Connecticut’s Growth”. The event will be held on September 25, 7:30-10 am, at the New
108 Haven Lawn Club; if anyone wants to attend, please let staff know. *Mark Gingras asked to be
109 registered for the event.*
 - 110 • Workforce Alliance - Joe Mirra said that Tim Ryan has been using the resources of this
111 organization more and more; he is pleased that Workforce Alliance has been able to assist
112 Tim and Town businesses.
 - 113 • The EDC received copies of the CERC brochure “Connecticut Economic Review 2014”.
 - 114 • Don mentioned B.I.G. (Believe, Inspire, Grow) will have its first meeting on September 15 at 9
115 am at Half Moon Café. The event is open to all Wallingford women.

116 **7. Community Involvement** – Jim Wolfe mentioned that work on the new railroad station has begun;
117 they've made a lot of progress.

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119 **There being no further business, Jim Wolfe made a motion to adjourn the meeting at 6:55**
120 **p.m.; Dick Nunn 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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