

Town of Wallingford
Economic Development Commission
45 South Main Street, Room 311
Wallingford, CT 06492

January 3, 2023

TO: Members of the Economic Development Commission

FROM: Stacey Hoppes, EDC Secretary

SUBJECT: Regular Meeting Agenda – Monday, January 9, 2023 @ 6:30 p.m.

LOCATION: Town Hall, Room 315
45 South Main Street
Wallingford, CT 06492

1. Pledge of Allegiance
2. Discussion on Regular Meeting Minutes dated December 5, 2022 (**attach.**)
3. Review of Monthly Expenditure Report – November 2022 (**attach.**)
4. Committee remarks
 - Marketing
 - Update on committee activities
 - **Next meeting:**
 - P&Z Liaison
 - Update on committee activities
 - **Next meeting:**
 - Retention/Incentives
 - Update on committee activities
 - **Next meeting:**
5. Staff report/regional matters
6. Chair's remarks
7. Other community business (**vote**)

Dates to Remember:

Jan. 26th - Marketing Committee Mtg.
Feb. 9th - State of the Town, Wallingford

c: Town Clerk's Office (for posting)

ec: EDC Members
Town Council (via T. Clerk)
Kevin Pagini, P&Z

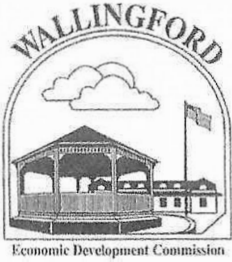
Maribel Carrion, QCC
Ray Andrewsen, QCC
GovMedia

NH Reg., Htfd. Courant, R-J
Website
Jessica Wysocki Bill Cornerford

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EDCRMAg010923

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Town of Wallingford
Economic Development Commission
45 South Main Street, Room 311
Wallingford, CT 06492

Economic Development Commission
Regular Meeting Minutes
December 5, 2022

- Present:** Joe Mirra, Chair
Mark Gingras, Vice Chair
Rosemarie Preneta, Commissioner
Hank Baum, Commissioner
Jim Wolfe, Commissioner
Gary Fappiano, Commissioner
Rob Fritz, Alternate (by phone)
Patty Powers, Alternate
- Absent:** Patricia Cymbala, Commissioner
Anthony Bracale, Alternate
- Others Present:** Stacey Hoppes, EDC Secretary

Chair Joe Mirra called the regular meeting of the Economic Development Commission to order at 6:30 p.m.

1. **Pledge of Allegiance** – Chair Mirra led the Commission in the Pledge of Allegiance.
2. **Discussion and Possible Action on Regular Meeting Minutes dated November 7, 2022** – Jim Wolfe made a motion to approve the minutes as presented. Mark Gingras seconded the motion. The minutes were unanimously approved.
3. **Review of Monthly Expenditure Report – November 2022** – Report was not available. Will review at the next meeting.
4. **Discussion: EDC Yearly Meeting Schedule** – Jim Wolfe suggested changing the September Meeting date from August 28, 2023 to September 11, 2023. **Jim Wolfe made a motion to accept and approve the Yearly Meeting Schedule with the one change to September's date.** Rosemarie Preneta seconded the motion. **Motion was unanimously approved.**
5. **Committee Remarks**
 - **Marketing** – Mark Gingras stated that the Marketing Committee had a brief meeting over the phone on December 2nd to discuss allocation of monies to HUBCAP and WCI. The EDC has allocated these funds for the last few years. The Marketing Committee approved allocating \$1,000 to the HUBCAP for the Annual Pipeline Sponsorship 2023 and \$1,000 to WCI for their Holiday Stroll 2022 marketing efforts.

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- Joe Mirra suggested that when the Marketing Committee discusses their targeted marketing initiatives again, that they discuss adding the topic of targeting developers that would be interested to learn about the changes/updates that the PZC has approved for IHZ, IX, and WI Zones. Mirra also asked if the Marketing Committee would meet with Town Planner, Kevin Pagini to discuss gathering information for creating an article based on the potential for development with the approved changes that have been made to the IHZ, IX, and WI Zones for the Desk of Joe column.
 - **P&Z Liaison** – Hank Baum gave an update on the PZC meeting from November 14th. The warehouse application for Northrop Road was tabled. There was a discussion on the warehouse application for 5 Research Parkway, but no vote, discussion on this item will continue at their next meeting.
 - The PZC approved the changes to the unit density in the IHZ and Town Center Zones:
 - Zoning Regulation Text and Map Amendment to Section 4.23 – Incentive Housing Overlay District (Sections 4.23.D and 4.23.E.) to create a new sub-district to increase unit density allowances for affordable units to 50 units/acre and to allow first-floor accessory residential amenities because it will allow for more opportunities to develop within our regulations.
 - Zoning Regulation Text and Map Amendment to Section 4.26 – Town Center (Section 4.26.B.15) to create a new sub-district to increase unit density allowances for market-rate units to 40 units per acre and to allow first-floor accessory residential amenities because there will be more opportunity for development within our regulations.
 - Parking regulations for the IHZ and Town Center Zones will be discussed further and possibly go out to Public Workshops with the PZC.
 - **Retention/Incentives** – Patty Powers stated that the Retention Incentive Committee had a meeting on November 23rd. The committee discussed the overall process of the Company Visitation Program and gave updates on the companies they visited in the Spring of 2022. Gary Fappiano spoke with BYK, they are on track with their expansion plans and will reach out to the EDC if they need anything. They are still reaching out to Danver's Outdoor Kitchens and Ulbrich Stainless Steels. The committee added BioTechne and Controlled Fluidics to their list of companies they would like to visit in the Spring of 2023.
 - Patty Powers suggested that the Retention Incentive Committee and the Marketing Committee schedule a combined special meeting to discuss how they can work together to create marketing, retention, and incentive tools for the EDC. Mark Gingras agreed that a combined meeting is a good idea.
 - The committee is gathering all Incentive programs through the EDC, the town, the state, and other avenues to compile all incentives available for businesses interested in coming to Wallingford, and to create an incentives packet to include in our marketing efforts and developer meetings.
 - Patty stated that the committee would like to bring back the Commercial Broker Breakfasts and will continue this discussion at the future meetings. It was suggested that the commission does not schedule any of these events until there is a new ED

95 Specialist in place...that is a great way to reintroduce the breakfasts and gives the
96 perfect reason for hosting one. "Meet the Wallingford EDC Event".

- 97 • Next meeting: January 12, 2023 @ 9:00am Town Hall, Room 205
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99 **6. Staff Report/regional matters** – ED Specialist Job Announcement is going to be posted again in
100 January, with possible interviews in February 2023.

- 101 ➤ David Lehman is leaving the DECD.
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103 **7. Chair's Remarks** – Joe Mirra gave an update to the EDC Commissioner status...Rosemarie
104 Preneta is resigning. This meeting will be her last one, after serving the EDC for over 20 years.
105 Thank you Rosemarie for all your dedication. Gary Fappiano will be stepping down to an Alternate
106 position beginning January 2023. Thank you Gary for staying on as an Alternate. The commission
107 will schedule a celebration in April or May to honor their efforts and dedication. Mirra will be meeting
108 with the Mayor to discuss next steps for finding replacement commissioners/alternates and will email
109 the EDC with an update.

- 110 ➤ Vote on Chair and Vice Chair for 2023: **Jim Wolfe made a motion to continue with Joe**
111 **Mirra as Chariman and Mark Gingras as Vice-Chair of the EDC. Patty Powers seconded**
112 **the motion. Motion was unanimously approved.**

- 113 ➤ Mirra updated that the deadline for submitting ARPA applications is Friday, December 9th at
114 5:00pm. At the last Town Council meeting the council voted to hold all applications until the
115 town departments submit their proposed projects.
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118 **8. Next meeting Date:** January 9, 2023 @ 6:30pm ~ Town Hall, Room 315
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121 **There being no further business, Rob Fritz made a motion to adjourn the meeting at**
122 **7:45 p.m.; Mark Gingras seconded the motion. By unanimous vote, the motion carried.**
123

124 Sincerely,
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126 Stacey Hoppes, Secretary
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128
129 EDCRMMin120522

12/14/2022 12:28
kcharest

Town of Wallingford
EXPENDITURES THROUGH 11/30/22

P 1
glytdbud

5/12 = 42%

FOR 2023 05

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

10011050 ECONOMIC DEVELOPMENT COMMISSIO							

51000 REGULAR SALARIES & WAGES	80,780	0	80,780	3,669.35	.00	77,110.65	4.5% ✓
55110 TRANSPORTATION REIMBURSEMENT	1,500	0	1,500	.00	.00	1,500.00	.0% ✓
55405 PROMOTIONAL EXPENSES	30,250	0	30,250	4,757.00	2,808.00	22,685.00	25.0% ✓
56100 OFFICE EXPENSES & SUPPLIES	1,700	0	1,700	711.92	188.08	800.00	52.9% ✓
58810 DUES AND FEES	2,500	0	2,500	.00	.00	2,500.00	.0% ✓
TOTAL ECONOMIC DEVELOPMENT COMMISSIO	116,730	0	116,730	9,138.27	2,996.08	104,595.65	10.4%
GRAND TOTAL	116,730	0	116,730	9,138.27	2,996.08	104,595.65	10.4%

** END OF REPORT - Generated by Kathleen Charest **

OK
5/12