



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

**RETENTION/INCENTIVE COMMITTEE**  
**Economic Development Commission**  
**Special Meeting Minutes**  
**Friday, June 2, 2023**

The Retention & Incentive Committee special meeting was called to order at 9:14 a.m. by Chair Powers. Committee members Fappiano, Ryan, and Powers were in attendance, along with staff Mirra and Crouch.

1. **Review and Discuss: Tax Incentive Programs** - The Committee agreed to review and discuss each incentive program individually.
  - Downtown Economic Development Rider – Electric Discount Program for Town Center businesses. This program is available to new businesses within the Town Center (map is outlined on the application). Currently the application period is based on one (1) year and the discount rates are based on a five (5) year discount period. Committee and staff will look into possibly increasing the application period to five (5) years to match the discount period. Program application process was reviewed. Don Crouch and Joe Mirra will reach out to Electric Division staff to get some questions clarified (i.e. how many businesses are currently enrolled in the program, how many businesses have been removed from the program for missed payments, etc...to see how successful this program is). Discussion will continue at the next meeting.
  - Water and Sewer Divisions Town Center/Reduced Units of Connection – Seeing that the application period for the program ends June 30, 2024 the committee decided to discuss this program next year.
  - Incentive Housing Zone (IHZ) Real Property & Personal Property Tax Incentives – the committee had a thorough discussion regarding the clarification of what is considered a \$1MM investment, and what qualifies as an IHZ project that would be considered and/or approved by the Planning and Zoning Commission. There was a discussion on the process an applicant would go through to apply for this incentive. Staff will continue to gather information regarding the process and qualifications. Discussion will continue at the next meeting.
  - Office Space Real Property & Personal Property Tax Incentives – This incentive could be used for redevelopment of certain office spaces depending on if the property could be easily converted. One example of space that was easily converted due to the floor plan, would be the Radial building. On the other hand, property like Edible Arrangements building would not be easy to convert, due to its complicated floor plan. The committee will gather information and sit with local brokers to see what the needs are in the area and what they are hearing from businesses looking for space.

- Manufacturing Real Property & Personal Property Tax Incentives – Real property for manufacturers is minimal due to manufacturing equipment being tax exempt. (mainly the building, racks, shelving, and office equipment/furniture are taxed) Staff can work with Assessors department to gather more information that is needed.
- Overall the Tax Incentive Programs may need a few minor changes that will be reviewed by the committee and discussed with the proper town departments (i.e. Planning and Zoning, Assessors, Law and the Mayor) and then go to Town Council for approval and renewal. Staff will create an informational sheet with bulleted talking points, introduction of the programs and their processes. All Incentive Programs are subject to Mayor and Town Council Approval.

2. **Next meeting** - none scheduled

By unanimous vote, the meeting adjourned at 10:14 a.m.

c: Town Clerk, Staff  
ec: Website

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