

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

Economic Development Commission
Regular Meeting Minutes
December 18, 2023

Present: Joe Mirra, Chair
Hank Baum, Commissioner
Jim Wolfe, Commissioner
Rob Fritz, Commissioner
Anthony Bracale, Commissioner
Tim Ryan, Commissioner
Gary Fappiano, Alternate

Absent: Mark Gingras, Vice-Chair
Patty Powers, Alternate
Patricia Cymbala, Alternate

Others Present: Don Crouch, Economic Development Specialist
Stacey Hoppes, 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 on Regular Meeting Minutes dated November 20, 2023** – Hank Baum made a motion to approve the minutes as drafted; Anthony Bracale seconded the motion. The minutes were unanimously approved.
3. **Review of Monthly Expenditure Reports/November 2023** – Hearing no questions or comments Chair Mirra went onto the next agenda item.
4. **Update and discuss: Historic Railroad Station Re-Use Project** – Mirra updated that a letter was sent to the Town Council requesting input for the RFP (*attached*). The EDC agrees that foot traffic should be a main focus when figuring the best use of the building. Continuing the discussion at the January meeting.
5. **Update and discuss: Sign Regulations** – The Town Planner, Kevin Pagini and Zoning Enforcement Officer, Amy Torre are continuing to work on changes to the regulations. Workshops will be held around January/February. Once we have date(s) for workshop(s) they will be sent to the commission.
6. **Update and discuss: Yalesville Limited Business District (YLB) Zone** - The commission is gathering information on the possibility of expanding/changing the YLB district. Discussion will continue at the January meeting.

- 50 7. **Update and discuss: Proposed Text Amendment for EV Charging Station/PZC Agenda**
51 **item** – Hank Baum, P&Z Liaison Chair, sent a letter of “no position” to the PZC on December
52 7. Crouch reviewed the updates to the proposed text amendment regarding parking spaces
53 and secondary retail operations. Baum stated that the Town’s POCD includes verbiage
54 referring to EV Charging stations. (Chart on page 24: Promote energy conservation through
55 Town operations, infrastructure, and services: Support efforts to provide electric vehicle
56 charging stations at key facilities including retail hubs, large offices, Town parking facilities,
57 and NHHS train station.) **Hank Baum made a motion to send an updated letter to the PZC**
58 **stating that the EDC is in favor of the text amendment change, with the addition of the**
59 **need for a Special Permit. Jim Wolfe seconded the motion. Motion approved**
60 **unanimously.**
61
- 62 8. **Update and discuss: T-30 (Tracy Zone)** – There was a brief conversation regarding the
63 businesses in this zone. The commission would like to take a look at the possibilities of
64 improving the area, creating improvements and the opportunity for business expansion. There
65 are some zoning violations in the area that need to be addressed. The commission would like
66 to extend an invite to Zoning Enforcement Officer, Amy Torre and Town Planner, Kevin Pagini
67 to attend the January EDC meeting to discuss how the EDC can help.
68
- 69 9. **Discussion: Town Center** – Wallingford Center Inc. (WCI) invited Don Crouch and Joe Mirra
70 to attend their January Board meeting to be part of discussions regarding the town center and
71 the historical railroad station. Crouch and Mirra will attend.
72
- 73 10. **Update and discuss IX Zone** – Mirra requested to update the letter previously sent to
74 property owners/landlords in the IX zone and to send it out by January 15, 2024.
75
- 76 11. **Committee Remarks:**
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- 78 • **Marketing, Retention & Incentive Committee Update:**
79 ▪ EDC is going to run a 1/3 page print ad in the January 2024-CT Spot Light issue of
80 Site Selection Magazine. It will also include a digital banner on the Site Selection
81 website from January 2024 – December 2024. Cost is \$2,800.00. The ad has a QR
82 Code that will bring those who scan it to the EDC Contact page on our website.
83 Staff will update the contact form page with ideas like an electric rate comparison,
84 site consult, etc....to entice businesses to reach out to Wallingford.
85 ▪ Broker’s Breakfast will be on February 29, 2024. Currently working on invite list.
86 ▪ Next meeting – None scheduled
87
 - 88 • **Planning & Zoning Liaison Committee Update:** Baum went over the PZC items
89 approved in December.
90 ▪ 5 Research Parkway subdivision application for the day care building has been
91 approved and is on the market for \$3.1MM.
92 ▪ 55 Kondracki Lane was approved at the December PZC meeting.
93 • Baum reviewed the items on the PZC January 10th agenda.
94 ▪ 10 Mansion Lane - zone change (R-18 to DD-40).
95 ▪ 300 Church St. - Special Permit (restaurant, retail, office to restaurant, retail,
96 office & residential)

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- 898 Church St. – Site Plan (multi-family residential under 8-30g) 22 units with 1/3 affordable housing.
- 28 North Colony St. – Site Plan (retail, restaurant, residential)

12. Staff Report/regional matters – Crouch noted that he attended a department head meeting with the Mayor Elect, Vincent Cervoni. One main focus of Cervoni’s is updating technology. Crouch is meeting with Town Planner, Town Assessor and other department heads to talk about options for online permitting and processing, upgrades to our current GIS systems, and more.

- Mayor Elect Cervoni is looking forward to participating in the EDC’s Mayor Company Visit Program and would like to visit 3 to 4 businesses per month. EDC is currently building a list of businesses with the Marketing, Retention & Incentives Committee.

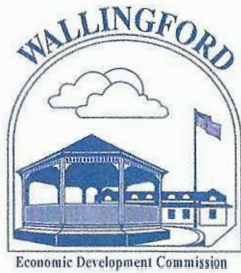
13. Chair’s remarks – Chair Mirra wished everyone a Happy Holiday!!!

There being no further business, Jim Wolfe made a motion to adjourn the meeting at 8:00 p.m.; Anthony Bracale seconded the motion. By unanimous vote, the motion carried.

Sincerely,



Stacey Hoppes, Secretary



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

December 4, 2023

To: Town Council

From: Economic Development Commission

Subject: RFP for Historic Railroad Station Re-Use Project

Dear Town Councilors,

In order for the Economic Development Commission, in coordination with other town departments, to begin drafting a Request for Proposal (RFP) regarding use of the Historic Railroad Station, the EDC is seeking your guidance on the following questions:

- 1) Is the Town willing to sell the building?
- 2) Would you agree that foot traffic generation to the lower Town Center is a primary consideration for use of the Historic Railroad Station?
- 3) What are the financial guidelines/considerations that the Town Council would like specified in the RFP proposals?
- 4) Will the RFP include a project narrative for conceptual use of the property?
- 5) Will the RFP include estimates of costs, funding sources, and revenue projections?
- 6) Will the RFP request a timeline for the redevelopment, including key milestones and project phases?
- 7) Should the RFP request previous experience and projects that the developer has completed or still working on currently?
- 8) Additional thoughts?

The RFP is the next step in continuing to improve the lower Town Center and make the area a vibrant destination as part of the Plan of Conservation and Development. We appreciate your time and consideration on this matter.

Sincerely,


Joe Mirra

TCHistRxRLetter120423