



# Town of Wallingford

## Economic Development Commission

45 South Main Street, Room 311  
Wallingford, CT 06492

### Economic Development Commission Planning & Zoning Liaison Committee Special Meeting Minutes May 15, 2024

Chair Hank Baum called the special meeting of the Planning & Zoning Liaison Committee to order at 9:00 a.m. Commissioners Hank Baum, Joe Mirra, Frank Apuzzo (9:07am) and EDC Specialist, Don Crouch were in attendance. Commissioner Jim Wolfe was absent.

1. Discussion and possible action on Minutes of April 12, 2024 Special Meeting – **Joe Mirra made a motion to approve the minutes as presented; Hank Baum seconded the motion. Minutes were unanimously approved.**
2. **Discussion: Yalesville Limited Business District (YLB)**
  - a. **Town Planner & EDC – Application for text changes and map update** - PZC held a workshop on May 9, 2024 to review a presentation by the EDC and Town Planner and discuss the application. PZC is tentatively scheduling this item on their July agenda.
  - b. **EDC Community Q&A Session – Set Date/Time/Location** – June 26, 2024 @ 6:30pm, location to be determined – Secretary Hoppes will see if we can hold it in the Community Room at the Wallingford Public Library. Discussions will continue at the next P&Z Liaison Committee meeting to develop a presentation to the property owners that EDC is proposing to include in the YLB expansion. Invitation letters will be mailed out to each of these property owners and will be distributed through all digital channels. Community Q&A session will be open to the public.
3. **Discuss: Historic Railroad Station Re-Use RFP** – Staff Crouch reviewed the timeline for the RFP. RFP will be distributed through all EDC digital channels and sent to all ED contacts.
  - a. Legal Notice will be issued and RFP will be published to the Purchasing Portal on May 16<sup>th</sup>.
  - b. Pre-bid meeting and site walk through will be held on June 12<sup>th</sup> @ 10:00am.
  - c. Deadline for interested parties to submit questions is June 26<sup>th</sup> @ 5:00pm.
  - d. Proposals must be submitted prior to 2:00pm on July 30<sup>th</sup>.
  - e. Proposal Opening will be on July 30<sup>th</sup> @ 2:00pm in Room 205, Town Hall.
  - f. Proposal review will be August 6<sup>th</sup> and 7<sup>th</sup> – proposals will be reviewed by Mayor Cervoni, Rob Baltramaitis-Director of Public Works, Don Crouch-ED Specialist and select EDC commissioners to prepare recommendations to submit to Town Council for review and discussion at their Regular Meeting on September 10<sup>th</sup>.
4. **Next meeting:** June 19, 2024 @ 9:00am – location TBD

**Motion to adjourn made by Joe Mirra; second by Frank Apuzzo. The meeting adjourned, by unanimous vote, at 9:48 a.m.**

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