



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

Economic Development Commission
Amended Regular Meeting Minutes
January 9, 2023

Approved: 02/06/23

Present: Mark Gingras, Vice Chair
Hank Baum, Commissioner
Jim Wolfe, Commissioner
Anthony Bracale, Commissioner
Patty Powers, Commissioner
Rob Fritz, Commissioner
Gary Fappiano, Alternate

Absent: Patricia Cymbala, Commissioner

Others Present: Joe Mirra, Acting Economic Development Specialist
Stacey Hoppes, EDC Secretary

Vice Chair Mark Gingras called the regular meeting of the Economic Development Commission to order at 6:30 p.m.

1. **Pledge of Allegiance** – Vice Chair Gingras led the Commission in the Pledge of Allegiance.
2. **Discussion and Possible Action on Regular Meeting Minutes dated December, 2022** – Jim Wolfe made a motion to approve the minutes as presented. Anthony Bracale seconded the motion. The minutes were unanimously approved.
3. **Review of Monthly Expenditure Report – November 2022** – Jim Wolfe asked if additional funds are needed for the Office Expenses & Supplies account, seeing that it is above 42% in expenditures. Secretary Hoppes stated that additional funds for this account are not necessary at this time.
4. **Committee Remarks**

➤ **Marketing** – Mark Gingras gave a brief update on the Economic Development Specialist position. The new updated ad for the position will be posted again by January 20th. It will be distributed through the EDC digital avenues, the town website, and various sites like Indeed, Record Journal, etc. through the Human Resources department.

Rob Fritz – arrived at 6:37pm

- The Marketing Committee has agreed to hold off on the Spring Marketing Campaign until a new ED Specialist is in place. Instead they will work on a billboard refresh. The committee and staff will gather the billboard information, and will continue this discussion at their next meeting.
 - **Next Meeting:** Thursday, January 26, 2023 @ 12:00pm (noon) Town Hall, Rm 205
- **P&Z Liaison** – Hank Baum updated that the Warehouse applications for 5 Research Parkway and 1107 Northrop Road were both approved.
- Planning & Zoning Commission meeting is January 9th @ 7:00pm (no EDC attendance necessary)

- Joe Mirra informed the Commission that the PZC will be discussing a temporary moratorium for warehouses at a future meeting to assess the impact in the area. Secretary will inform the Commission of any updates and meeting dates.
 - Mirra initiated a discussion regarding the downtown parking spaces/unit requirements. The current regulation is 1.5 space/unit. The PZC will be discussing whether the regulation should be lowered to either 0.75 spaces/unit or 1 space/unit. Mirra stated that he would even entertain 0 spaces/unit, stating that the apartments will be 1½ bedroom occupancies and they foresee most of the tenants not having a need for a parking space due to the walkable downtown culture and the accessibility to the train station. Jim Wolfe stated that the apartment complexes will have to be ADA compliant and have parking spaces designated for deliveries and emergency vehicles. Baum stated that the PZC mentioned scheduling a Public Workshop for open discussion on this item, and suggested that committee members plan to attend. Secretary Hoppes will forward any additional announcements regarding the Public Workshop.
 - Rob Fritz asked if there is a way to find out the parking regulations, and the numbers of spaces occupied for Judd Square and Parker Place complexes, and use these numbers as a reference. Staff will look into gathering this data.
- **Retention/Incentives** – Patty Powers stated that they did not have a meeting In December. The committee is continuing to review the Incentive Programs through the EDC and the town. There was a brief discussion regarding the Manufacturing Incentives, this discussion will continue at the next meeting.
- There was a brief discussion about promoting the EDC website to the businesses in town. This item will be discussed at the combined Special Meeting of the Retention Incentives and Marketing Committees.
 - The committee is going to start working on scheduling Company Visits for March and April 2023. Powers also stated that she is going to start working on creating and scheduling a Brokers Breakfast for the spring.
 - **Next Meeting:** Retention Incentives Committee & Marketing Committee - Combined Special Meeting ~ Friday, February 24, 2023 @ 12:00pm (noon) Town Hall, Rm 205
5. **Staff Report/regional matters** – Mayor's State of the Town is scheduled for February 9, 2023. Member invites will be sent out soon. The commission will email staff with suggested businesses that the EDC should invite to the event. Secretary Hoppes will send the invites to the businesses once the list is finalized.
- Mirra updated that the ARPA Application Review Committee cancelled their first two (2) meetings in January. The committee is awaiting to receive the applications from the consultants.
6. **Chair's Remarks** – None at this time.
7. **Next meeting Date:** February 6, 2023 @ 6:30pm ~ Town Hall, Room 315

There being no further business, Jim Wolfe made a motion to adjourn the meeting at 7:11 p.m.; Patty Powers seconded the motion. By unanimous vote, the motion carried.

Sincerely,

Stacey Hoppes, Secretary