

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

March 30, 2023

TO: Members of the Economic Development Commission

FROM: Stacey Hoppes, EDC Secretary

SUBJECT: Regular Meeting Agenda – Monday, April 3, 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 March 6, 2023 (**attach.**)
3. Review of Monthly Expenditure Reports – March 2023 (not available as of yet)
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:**

**April 10<sup>th</sup> @ 6pm – FY 2023-24 Budget/Public Hearing**  
**April 11<sup>th</sup> @ 6:30pm – Town Council Regular Meeting**  
**April ? - PZC Special Meeting**

**April 10<sup>th</sup> @ 7pm - PZC Regular Meeting**  
**April 18<sup>th</sup> @ 6:30pm – FY 2023-24 Budget - EDC**  
**April 25<sup>th</sup> @ 6:30pm – Town Council Regular Meeting**

c: Town Clerk's Office (for posting)

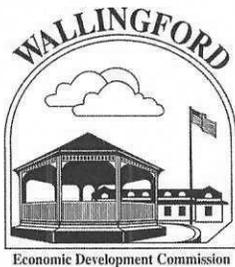
ec: EDC Members  
Town Council (via T. Clerk)  
Kevin Pagini, P&Z

Maribel Carrion, QCC  
Ray Andrewsen, QCC  
GovMedia

NH Reg., Htfd. Courant, R-J  
Website Rosemarie Preneta  
Jessica Wysocki Bill Comerford

*Individuals in need of auxiliary aids for effective communication in programs and services of the Town of Wallingford are invited to make their needs and preferences known to the ADA Compliance Coordinator at 203-294-2070 five days prior to meeting date.*

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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**  
**March 6, 2023**

**Present:**

**Mark Gingras, Vice Chair**  
**Hank Baum, Commissioner**  
**Anthony Bracale, Commissioner**  
**Rob Fritz, Commissioner**  
**Jim Wolfe, Commissioner**  
**Gary Fappiano, Alternate**

**Absent:**

**Patty Powers, Commissioner**  
**Tim Ryan, Commissioner**  
**Patricia Cymbala, Alternate**

**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 6:35 p.m.

1. **Pledge of Allegiance** – Commissioner Gingras led the Commission in the Pledge of Allegiance.
2. **Discussion and Possible Action on Regular Meeting Minutes dated February 6, 2023** – **Jim Wolfe made a motion to approve the minutes with minor corrections as presented. Anthony Bracale seconded the motion. The minutes were unanimously approved.**
3. **Review of Monthly Expenditure Report – December 2022** – Hearing no comments, Commissioner Gingras moved onto the next agenda item.
4. **Discussion on Warehousing** – Planning & Zoning Commission has placed a moratorium on warehousing. EDC submitted a letter to the PZC stating their concerns about a moratorium. The PZC understood the EDC's concerns about the length of the moratorium, and the importance in the urgency to complete the upcoming workshops. Tentative workshop date is March 29, 2023. Commissioners are encouraged to research types of warehousing and the importance of today's warehousing infrastructure and local companies. Commissioners are encouraged to attend the workshops if available and were asked to email Secretary Hoppes if they are able to attend.

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48 **5. Discussion on Revised EDC Yearly Meeting Schedule 2023** – The Commission had a brief  
49 discussion regarding the date changes yearly meeting schedule. **Jim Wolfe made a motion to**  
50 **accept the Revised Yearly Meeting Schedule for 2023 as is. Rob Fritz seconded the**  
51 **motion. Motion was unanimously approved.** Secretary Hoppes will finalize, distribute, and  
52 post the Revised Schedule.

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55 **6. Committee Remarks**

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57 ➤ **Marketing** – Mark Gingras updated that the Marketing Committee had a combined special  
58 meeting with the Retention Incentives Committee on February 24, 2023.

59 • The committee is currently working on new artwork and landscape clearing for 3 of the  
60 existing EDC billboards. The artwork is going back out to Wallfrog for final  
61 updates/changes. Final artwork will be forwarded to the committees for approval prior  
62 to their next meeting. Secretary Hoppes is reaching out for quotes for the landscape  
63 clearing to submit to the committees at the next meeting.

64 • Historic Railroad Station Reuse update – CT Communities Challenge Grant deadline is  
65 in May 2023. EDC Staff is researching best uses for the building, and the overall lower  
66 town center development opportunities. The commission agrees that the town needs  
67 to focus on the overall development of this area, and not just the revenue stream of  
68 this one facility. The committee will have another update in April.

69 • Broker's Breakfast update – The committees would like to use these events as an  
70 educational/informational series of events with specific focal points for each meeting.  
71 The first meeting would be an introductory meeting to collect information on what the  
72 brokers needs are from the Town of Wallingford. What can we do to help them... Then  
73 the committees would like to focus on creating a list of the top 5 businesses/industries  
74 to target. Commissioner Powers offered to facilitate these Broker's Breakfasts.

75 • Anthony Bracale, Patty Powers, and Secretary Hoppes will gather information  
76 regarding the use of a CRM software for business leads and retention. Will have an  
77 update at the next meeting.

78 **Next Meeting:** Retention Incentives Committee & Marketing Committee - Combined  
79 Special Meeting ~ Friday, March 17, 2023 @ 12:00pm (noon) - location TBD

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