

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

**Economic Development Commission**  
**Regular Meeting Minutes**  
**September 25, 2023**

- Present:** Joe Mirra, Commissioner  
Mark Gingras, Vice Chair  
Hank Baum, Commissioner  
Anthony Bracale, Commissioner  
Tim Ryan, Commissioner  
Rob Fritz, Commissioner  
Patty Powers, Alternate  
Gary Fappiano, Alternate  
Don Crouch, ED Specialist
- Guest:** Rajan Doering, resident
- Absent:** Jim Wolfe, Commissioner  
Patricia Cymbala, Alternate

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 and Possible Action on Regular Meeting Minutes dated June 26, 2023** – Mark Gingras made a motion to approve the minutes as presented. Hank Baum seconded the motion. The minutes were unanimously approved.
3. **Review of Monthly Expenditure Reports – June 2023** – Ryan asked if this was the close of FY 2022-2023, and were any monies carried over to the FY 2023-24. Secretary Hoppes stated that yes it is the last expenditure report for the FY2022-23, and that the only monies carried over were the Capital Account used for the billboards with a balance of \$1,265.
4. **Discussion: Incentive Programs** – Staff Crouch gave an update on the status of the Incentive Programs. Staff worked on the Incentive Programs with the EDC Retention Incentives Committee, EDC Marketing Committee, Town Assessor and the Law Department. Agreements and applications were created for each Incentive Program. Language regarding updates to town zones are included in the new drafts. The Incentive Programs are being presented to the Town Council on September 26<sup>th</sup>. The Incentive Programs packet has been distributed to the Mayor and Town Council through the Town Clerk's office.
5. **Discussion: Historic Railroad Station Re-Use Project** - Mirra updated that the EDC, along with the Mayor has had recent meetings with a developer that has a possible plan for the historic railroad station. After a number of meetings and discussions, they agreed to bring the

51 proposed project to Town Council. The initial presentation to Town Council update the  
52 councilors on re-use of the building, and get their feedback. Mirra will have more updates for  
53 the EDC after the Town Council September 26th meeting.

- 54 • Commissioner Ryan addressed the email received by Tammy Raccio, Board of  
55 Education that suggests BOE was not aware of the possible relocation of Adult  
56 Education due to the re-use project. Ryan, former ED Specialist, gave a background of  
57 his numerous conversations with the former Superintendent Sal Menzo, the current  
58 Superintendent Danielle Bellizzi, former Adult Education Director Sashi Govin, and had  
59 a meeting with the Adult Education staff in a workshop format. Chair Mirra stated that  
60 he has also had conversations with Danielle Bellizzi, as well as, the new Director of  
61 Adult Ed., Anthony Mangiafico. Mirra and Crouch have toured the historic railroad  
62 station with prospective developers. Crouch talked with Superintendent Bellizzi today,  
63 the conversation went well. They discussed timeframe, and Bellizzi requested that if a  
64 project were to move forward to inform her so she can prepare a relocation budget.  
65 Crouch and Mirra intend to keep Superintendent Bellizzi and Director Mangiafico  
66 updated with any progress for the re-use project.

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68 6. **Discussion: Sign Regulations** – Crouch informed the Commission that the Planning and  
69 Zoning staff is working to create drafts for new sign regulations. More updates to follow.

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71 7. **Discussion: Tracy Zone (T-30)** – Mirra suggested looking into creating an incentive program  
72 for this zone. He suggested getting the Incentives Committee together with the Planning and  
73 Zoning department for a discussion. Gingras suggested having a meeting of the businesses in  
74 the area to get their feedback. He requested to add this item to the next Marketing Committee  
75 meeting. Ryan stated that there would need to be an objective and that the area is not too  
76 vacant. Fritz brought up the new electric taxi plane program that is being discussed for Meriden  
77 Markham Airport. This could be a great area for creating opportunities for ancillary businesses  
78 that support the electric taxi program.

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80 8. **Discussion: Canva Teams** – Crouch reviewed the benefits of using Canva for the EDC digital  
81 marketing initiatives. Canva is an up-scaled Photoshop at a reasonable cost of \$300/year for  
82 five (5) licenses/users. **Gingras made a motion to allocate \$300 out of the Promotional**  
83 **Account for the purchase of Canva Teams. Powers seconded the motion. Motion passed**  
84 **unanimously.**

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86 9. **Discussion: EDC Committee Structure** – Crouch asked if the commission would be open to  
87 combining the Retention Incentives Committee and the Marketing Committee. The  
88 commissioners discussed the original intent of each of these committees. Ryan stated that  
89 companies are not looking for incentives as much as they used to. There was a brief discussion  
90 regarding the change to personal property tax laws for manufacturing back in 2006. Fappiano  
91 mentioned that they could always create sub-committees for specific tasks, like organizing  
92 company visits that could be held in smaller groups. Bracale asked if there are any company  
93 visit scheduled for this year. Mirra stated that staff is trying to schedule one for October. Crouch  
94 stated that once the new administration is in place the company visits will resume. **Powers**  
95 **made a motion to combine the Retention Incentives Committee with the Marketing**  
96 **Committee, going forward it will be the Marketing, Retention and Incentives Committee.**  
97 **Bracale seconded the motion. Motion passed unanimously.**

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## 10. Committee Remarks

- **Marketing & Retention Incentives** – Chair Gingras updated that the Marketing Committee had a special meeting on September 14, 2023 to give an update and review the presentation for the proposed project for the Historic Railroad Station Re-use Project.
  - There was a special meeting on September 21, 2023. Gingras updated the CGI Digital was scheduled for filming in September, but has been postponed due to inclement weather. New filming dates are October 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup>. The committee has decided to continue the conversation about a CRM in November. There was a discussion regarding an essay opportunity for Wallingford's graduating high school seniors, this discussion will continue at the November meeting.
  - Powers informed the commission of the HUBCAP Manufacturing Day event on October 13<sup>th</sup> from 10am -4:30pm. Paul Lavioe, DECD will be the guest speaker at 1:00pm. Powers requested a donation from the EDC to assist in the promotion of the event. **Bracale made a motion to allocate \$500 from our promotional account for the HUBCAP Manufacturing Day event. Fritz seconded the motion. Motion passed unanimously.**
  - **Next Meeting:** No meeting scheduled (Next meeting will be the Marketing, Retention and Incentives Committee)
- **Retention Incentives Committee** – Powers informed the commission that her and Crouch will be presenting the new drafts of the Incentive Programs to the Town Council on September 26<sup>th</sup> for adoption and renewal.
  - **Next Meeting:** No meeting scheduled
- **P&Z Liaison** – Baum updated that the PZC will be voting on the text changes to the Warehousing regulations and removal of the Warehousing Moratorium at their October 11<sup>th</sup> meeting. Crouch stated that there have been some revisions to the height requirements and the setbacks. He stated that the moratorium should end. Ryan asked if there were any other updates that are substantial. Crouch stated that the regulations do not allow high-cube, e-commerce warehousing in any zones. The EDC encourages that this use be allowed through special permit. Secretary Hoppes will forward the minutes from the PZC special meeting on August 29<sup>th</sup> and the updated draft of the regulations for review.
  - **Next Meeting:** No meeting scheduled

## 11. Staff Report/regional matters –

- DECD marketing company, Cronin & Co. is offering a Small Business Boost Fund opportunity. Wallingford is on the list of towns to promote the opportunity to their small businesses. The funding opportunity focuses on walkable areas of town and Route 5. HUBCAP is hosting a Coffee and Connections event on October 12<sup>th</sup> at 7:30am. The guest speaker will be promoting this funding opportunity.
- Project discussions on the parcel next to Sonic is on hold for now.
- Proton Beam Therapy Center project update – Applicant has applied for an extension on their Certificate of Need (CON) with the state. They are currently looking to close on their financing.

- 12. Chair's Remarks – Mirra suggested adding a small business section to our EDC webpage that would have links to all the CT Economic Development Organizations.

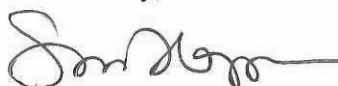
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**13. Other community business - none**

**14. Next Meeting Date: October 23, 2023 @ 6:30pm ~ Town Hall, Room 315**

**There being no further business, Patty Powers made a motion to adjourn the meeting at 7:55p.m.; Anthony Bracale seconded the motion. By unanimous vote, the motion carried.**

Sincerely,



Stacey Hoppes, Secretary