



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

Economic Development Commission
Regular Meeting Minutes
February 6, 2023

Present:

Hank Baum, Commissioner
Jim Wolfe, Commissioner
Patty Powers, Commissioner
Rob Fritz, Commissioner
Tim Ryan, Commissioner
Gary Fappiano, Alternate
Patricia Cymbala, Alternate

Absent:

Mark Gingras, Vice Chair
Anthony Bracale, Commissioner

Others Present:

Joe Mirra, Acting Economic Development Specialist
Stacey Hoppes, EDC Secretary

In absence of Vice Chair Mark Gingras, Commissioner Hank Baum called the regular meeting of the Economic Development Commission to order at 6:30 p.m.

1. **Pledge of Allegiance** – Commissioner Baum led the Commission in the Pledge of Allegiance.
2. **Discussion and Possible Action on Regular Meeting Minutes dated January 9, 2023** – Jim Wolfe made a motion to approve the minutes with minor corrections as presented. Gary Fappiano seconded the motion. The minutes were unanimously approved.
3. **Review of Monthly Expenditure Report – December 2022** – Hearing no comments, Commissioner Baum moved onto the next agenda item.
4. **Discussion on Revised EDC Yearly Meeting Schedule 2023** – This item was tabled for further review at a later meeting. Jim Wolfe suggested that the commission may want to add the time of the meeting to this discussion.
5. **Discussion and Vote: FY 2023-2024 Operating Budget** – The Commission had a brief discussion regarding the requested budget for FY 2023-24. Jim Wolfe made a motion to accept the requested budget as presented to be submitted for approval. Rob Fritz seconded the motion. Motion was unanimously approved.

49 **6. Committee Remarks**

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51 ➤ **Marketing** – Rob Fritz gave an update on the Marketing Committee’s special meeting of
52 January 26, 2023.53 • The Economic Development Specialist job announcement is being posted on February
54 2. The closing date for applications to be submitted is February 17, 2023.55 • The committee approved allocating \$1,000 of Promotional funds to Wallingford Center
56 Inc. to assist in their marketing efforts for their Restaurant Hop 2023 Annual event,
57 same as in previous years.58 • The application for the CT Communities Challenge Grant that was submitted for the
59 Historic Railroad Station Re-Use project was not approved. The EDC is gathering
60 more information and going over possible options to continue this project.61 • The committee is currently working on new artwork and landscape clearing for 3 of the
62 existing EDC billboards. The committee is also researching the possibility of having
63 welcome signs around town. The commission had a brief discussion about what
64 aspects of this project should be researched, including but not limited to placement,
65 cost, maintenance, sponsorship, and liability. Discussions on billboards and welcome
66 signs will continue at the next Marketing Committee meeting.67 • The Marketing Committee and the Retention Incentives Committee are having a
68 combined Special Meeting on February 24, 2023. The committees will be discussing
69 reintroducing the Broker’s Breakfasts this spring, as well as other topics.70 • **Next Meeting:** Friday, February 24, 2023 @ 12:00pm (noon) Town Hall, Rm 315
7172 • **P&Z Liaison** – Hank Baum informed the Commission that the PZC will have a Public
73 Meeting regarding the possibility of a temporary moratorium for warehouses on
74 February 15th at 7pm. The commission had an in-depth discussion regarding what this
75 could mean for the town economy they agreed to submit a letter to the PZC with their
76 concerns about the moratorium. Warehousing has a variety of categories that the PZC
77 should take into consideration when discussing a moratorium, and the EDC
78 recommends having a workshop. The commission would not want to miss out on an
79 opportunity that could be great for Wallingford.80 • **Next Meeting:** No meeting scheduled
8182 ➤ **Retention/Incentives** – Patty Powers stated that they did not have a meeting in January.83 • Jim Wolfe suggested adding a discussion regarding office space vacancy and the
84 possibility of creating a Building Conversion Incentive to their next agenda.85 • Joe Mirra suggested reviewing the current incentives and having a discussion on
86 possible modifications. Powers stated that this discussion will be on next meeting
87 agenda.88 **Next Meeting:** Retention Incentives Committee & Marketing Committee - Combined
89 Special Meeting ~ Friday, February 24, 2023 @ 12:00pm (noon) Town Hall, Rm 205
9091 **7. Staff Report/regional matters** – Staff updated that the EDC Specialist Job Announcement was
92 posted through all EDC digital channels, added to the town website, and Human Resources

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posted to their avenues on February 3, 2023. Deadline for submitting an application is February 17th. Staff will have an update at the next meeting.

- Commissioner Fritz requested looking into the parking requirements for Judd Square and Parker Place at the January meeting...Mirra updated that these complexes are not in the Incentive Housing Zone (IHZ), so they have different parking requirements. There was a brief discussion regarding the parking requirements in the IHZ. Staff will attend the Planning and Zoning workshop and report back to the commission. Commissioners should attend if available. Secretary Hoppes will forward Workshop details to the commission once received.
- Staff updated that ARPA Applications are being reviewed throughout February and March by the ARPA Application Review Committee. Their next meeting is February 16, 2023 at 6:30pm.
- Staff created a letter of interest to submit to developers to gather perspectives on what is the best way to approach the Historic Railroad Station Reuse Project and to get some market information on best type of use. If the EDC does not move forward with the possible reuse of the facility, the building maintenance will be added to Public Works list of tasks.

8. **Chair's Remarks** – Baum welcomed Tim Ryan as a new commissioner of the EDC. He added that Rob Fritz and Anthony Bracale are now full members of the EDC. Thank you for joining the commission as full members. Baum also updated that Gary Fappiano and Patricia Cymbala are going to fill the Alternate spots on the commission. Thank you members for all your dedication to the commission and the town.

9. **Next meeting Date:** March 6, 2023 @ 6:30pm ~ Town Hall, Room 315

There being no further business, Patty Powers made a motion to adjourn the meeting at 7:48 p.m.; Gary Fappiano seconded the motion. By unanimous vote, the motion carried.

Sincerely,

Stacey Hoppes, Secretary