

**WATERFORD ECONOMIC DEVELOPMENT COMMISSION
DECEMBER 16, 2015 REGULAR MEETING
LOUISE T. APPLEBY CONFERENCE ROOM
6.30 PM**

MEMBERS PRESENT: Chairman - Richard LaCombe, Peter Karpinski, Ivan Kovalanka, Sheri Cote, Ryan Riebschlager

MEMBERS ABSENT: None

STAFF PRESENT: Abby Piersall, AICP, Planning Director
Mark Wujtewicz, Planner

1. CALL TO ORDER/APPOINTMENT OF ALTERNATES

A quorum was established and R. LaCombe called the meeting to order at 6:30PM.

2. APPROVAL OF THE MINUTES, NOVEMBER 18TH, 2015

MOTION: Motion made by P. Karpinski, seconded by I. Kovalanka to approve the minutes of the November 18, 2015 meeting.

VOTE: 5-0

3. COMMISSION PROJECTS AND INITIATIVES

Economic Development and Policy Advancement

– Mago Point, Downtown Destination & Jordan Village Study

A. Piersall summarized the project status for Mago Point. She stated that the draft regulations are being finalized for presentation to the Mago Point Ad-Hoc Committee in January. The Design Guidelines are also being worked on and are expected to be submitted to the Planning and Development Office by Friday December 18. The work on documentation relative to the permitting for the proposed fishing pier is expected to be completed soon so that submission of all application materials and a CGS 8-24 request can be presented in February to the appropriate permitting agencies.

– Development of a Commercial and Industry Property Data Base

M. Wujtewicz informed the Commission that the database has been linked to the Town Map and properties within the database have been identified on the map. The next step should be the Commission identifying the data that they would like to have represented in the database. R. Lacombe will submit a list of fields to be used within the database for data capture. M. Wujtewicz will prepare the map and database for a presentation to the Commission at its February meeting.

The title of this agenda item will be renamed “Development of the Commercial and Industrial Property Map”

– Development and Implementation of New Business Concepts

R. LaCombe updated the Commission on the results of a meeting that he had set up with Steve Mackenzie Director of SeCTer to discuss the concept of an

incubator market place in the vacant portion of the former Big Y property. Also present at this meeting was Commission member P. Karpinski, A. Piersall, Planning Director and M. Wujtecicz, Planner. R. LaCombe informed the Commission that Steve Mackenzie offered to present the concept plan to Commercial Realtors at a monthly meeting at SeCTer. The purpose of which is to gain input from the realtors as to the market viability of this particular project given the addition of other similar incubator projects that have started up in the region.

R. LaCombe submitted a copy of the formal letter that he had submitted to the Corporate Entity for Cracker Barrel Restaurants dated November 11, 2015 notifying them of an available parcel and pad located at 167 Waterford Parkway South. He stated that he has not yet received a response to his letter from the Cracker Barrel corporate office.

- Waterford Oldest Business

P. Karpinski informed the Commission of a meeting he had with the Secchiorelli Family in regards to the recognition process as Waterford's Oldest Business.

The members of the Commission discussed the potential for renaming the event from Waterford's Oldest Business to something that more accurately reflects the recognition of the Business' contribution to the Waterford Community.

S. Cote informed the Commission that she will report back with the scheduled date for the Waterford Chapter of COC State of Waterford meeting to officially set the event date. The Commission discussed the possibility of getting the local print media to do a news article of the business in addition to the advertisement that is payed for.

Infrastructure

- Review of Utility Commission Activity

R. Lacombe informed the Commission that the Town had not exercised its option on purchasing Miller Pond. He also updated the Commission on the efforts by State Representative Kathy MCarty and US Representative Joe Courtney on their efforts to pursue funding options that may be available to the Town to purchase Miller Pond.

R. LaCombe will contact Paul Eccard, Treasurer of the Southeastern CT Water Authority in order to facilitate a meeting with the Commission on the progress of the efforts in pursuing the regional water supply plan.

Business / Government Relations & Operations

- Commercial Properties Database (GIS and CERC Interface)

This item was discussed earlier in the meeting.

- Promotional Package

P. Karpinski provided the Commission with a CD containing the digital version of the "Waterford Connecticut - Southeastern Connecticut's Quiet Giant"

brochure. Planning staff will investigate the options available in editing the digital version of the brochure in order to perform edits to the information. Discussion ensure regarding the Waterford promotional digital video that was produced several years ago. Options of redoing and/or updating the video was discussed.

Resource Organization Affiliations & Personnel

– WEDC Membership and Part Time Paid Consultant

R. LaCombe informed the Commission that any effort to hire a part time economic development consultant will require the presentation of a need for this position.

– Waterford Division CoC of Eastern Ct

Nothing new to report.

– CEDAS, CERC and SeCTer Membership

Nothing new to report.

4. TOWN DEVELOPMENT PROJECT AND PERMITTING STATUS

M. Wujtecwicz reviewed the development project status report with the Commission.

5. PAYMENT OF BILLS – None.

6. CORRESPONDENCE – Memo from Carol Libby, Office Coordinator, regarding the March 16, 2016 meeting.

It was the consensus of the Commission to hold a Special Meeting on March 16, 2016 to start at 5:30pm.

7. OTHER BUSINESS

Review of the Fiscal Year 2016/2017 Budget

R. Lacombe reviewed the proposed budget with the Commission. This budget request reflected the changes that the Commission had voted on at the last meeting.

A.Piersall reviewed with the Commission various state and federal projects that affect Waterford.

8. ADJOURNMENT

MOTION: Motion made by S. Cote, seconded by I. Kuvalanka to adjourn the meeting at 7:25 PM.

VOTE: 5-0