

**ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING MINUTES
December 18, 2013**

MEMBERS PRESENT: Chairman Rodney Pinkham, Peter Karpinski, Richard LaCombe

MEMBERS ABSENT: None

STAFF PRESENT: Mark Wujtewicz, Planner

1. CALL TO ORDER

A quorum was established and Chairman Pinkham called the meeting to order at 6:32 PM.

2. APPROVAL OF MINUTES

MOTION: Motion made by R. LaCombe, seconded by P. Karpinski to approve the minutes of the November 20, 2013 meeting as written.

VOTE: 3-0

3. COMMISSION PROJECTS

- **Economic Policy**

Impact of Taxes – Nothing new to report.

Energy – Chairman Pinkham informed the Commission that the RFP for the CT Microgrid Program is due to be out in January. He stated that DEEP encouraged him to respond to the RFP. He stated that he has suggested to DEEP that this proposal be phased as a multiyear program and that he will submit in response to the RFP if a Multiyear program is incorporated into the RFP.

Chairman Pinkham informed the Commission that he had conversations with Sara Bronin, a law professor at UCONN regarding attending a webinar event on the legal issues surrounding microgrid projects.

- **Infrastructure**

Review of Utility Commission Activity – Chairman Pinkham reviewed the Utility Commission agenda and discussion from their December 17, 2013 regular meeting.

Transportation – Nothing new to report

- **Business / Government Relations**

Commercial Properties database – Chairman Pinkham discussed the two databases with the Commission. One database was generated from Assessor data and the second was generated from the Eastern CT Chamber of Commerce. Consolidating both databases into one was discussed identifying a subset of businesses that are members of the Chamber of Commerce. Chairman Pinkham stated that he will contact the Waterford Tax Assessor for information on the

definitions of the various fields and to get a better understanding of the underlying data structure.

C-PACE – Chairman Pinkham reported that the First C-PACE Promotional event scheduled for January 9, 2014 at Filomena’s restaurant has been confirmed.

Honoring Waterford’s Oldest Business – Peter Karpinski has identified Blackburn Cleaning Service located on Rte 85 for recognition as one of Waterford’s Oldest Business. He will pursue the matter further with the owner of the business. He stated that she is interested in the recognition.

WEDC Promotion – Chairman Pinkham will contact Planning Director Dennis Goderre regarding the potential vendor for promotional bags.

- **Resource Organizations & Personnel**

Waterford Division CoC of Eastern Ct – Chairman Pinkham stated that the Division will be advertising for the C-PACE reception.

He also provided the Commission with a list of members of the Eastern CT Chamber.

WEDC Membership – R. LaCombe suggested that several candidates be contacted to become potential members of the EDC. The Commission discussed other ways of advertising the vacancies through outlets such as the newspaper and the Town’s website.

Events Calendar

No upcoming events were discussed

4. DEVELOPMENT PROJECT STATUS (Staff Report)

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

5. PAYMENT OF BILLS

None

6. CORRESPONDENCE

There was no correspondence in the package.

7. OTHER BUSINESS

R. LaCombe presented to the Commission the business incubator concept for the vacant portion of the former Big Y building. The marketing proposal for this concept will be to divide the 33,000 sq ft vacant section into multiple start-up businesses. The business incubator concept would rely on the cooperation, assistance and support for the various private and government organizations and agencies that promote economic, community and workforce development as well as the banking community. The decision was made to initiate discussions with seCTer and CERC to determine the feasibility of the concept and to initiate further development.

R. LaCombe also stated that the Big Y business concept is intended to provide incubator sites for new business startup with favorable rent agreements, financing and operating costs for producing, marketing and retail of goods. The concept is intended to promote this section of Waterford as a destination point for visiting and shopping that would be incorporated into the downtown theme of the Jordan Village Master Plan. It was determined

that the development of the incubator concept and the downtown concept should be discussed and reported as separate items on future WEDC agendas.

8. ADJOURNMENT

MOTION: Motion made by P. Karpinski, seconded by R. LaCombe to adjourn the meeting at 8:04 pm.

VOTE: 3-0

Respectfully submitted,

Mark Wujtewicz
Planner