

**WATERFORD ECONOMIC DEVELOPMENT COMMISSION  
FEBRUARY 17, 2016 REGULAR MEETING  
LOUISE T. APPLEBY CONFERENCE ROOM  
6.30 PM**

**MEMBERS PRESENT:** Chairman - Richard LaCombe, Ivan Kusalanka, Ryan Riebschlager

**MEMBERS ABSENT:** Sheri Cote, Vacancy

**STAFF PRESENT:** 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, DECEMBER 16, 2015

**MOTION:** Motion made by R. LaCombe, seconded by I. Kusalanka to approve the minutes of the December 16, 2015 meeting.

**VOTE:** 3-0

3. COMMISSION PROJECTS AND INITIATIVES

Economic Development and Policy Advancement

– Mago Point, Downtown Destination & Jordan Village Study

M. Wujtewicz updated the Commission on the status of projects within the Mago Point Area. He described the status of the application for the public improvements including the proposed fishing pier and boardwalk. He informed the Commission that this application is currently pending approval from the CT DEEP.

M. Wujtewicz also informed the Commission as to the status of the new Mago Point Zoning District and Zoning Regulations proposal. He stated that a public workshop was held on February 3, 2016 to gather public input on the proposed zoning regulations and Mago Point District Boundaries. The information and comments gathered from that meeting are being reviewed by Town Staff and the consultants.

Development of a Commercial and Industrial Property Map

Chairman LaCombe updated the Commission on the development of a database that would contain property information on Commercial and Industrial Properties. M. Wujtewicz informed the Commission that the next step should be the Commission identifying the data that they would like to have represented in the database. Chairman LaCombe had submitted a list of fields he felt could be used in assisting potential candidates looking to relocate within Waterford to identify available properties.

– Development and Implementation of New Business Concepts

Chairman LaCombe informed the Commission that Steve Mackenzie, the Director of seCTer met with area commercial real estate brokers today. Steve Mackenzie was to present the business incubator project to the brokers in

order to illicit feedback relating to the viability of the proposal relative to existing market trends and conditions within the area. R. LaCombe will report on the results at the next meeting.

There is no update on a response to the WEDC letter to Cracker Barrel that proposed a site for locating a restaurant in Waterford.

- Waterford Oldest Business

Chairman LaCombe informed the Commission that the date for the SE.CT. COC State of Waterford meeting is March 18<sup>th</sup>, at 7:45AM at the Waterford Town Hall. Secchiarolli Farms will be honored with a presentation at the meeting as this year's recipient of Waterford's Oldest Business.

R. Riebschlager suggested that members of the Commission provide alternative suggestions to renaming the recognition for the next meeting.

Infrastructure

- Review of Utility Commission Activity

Chairman Lacombe informed the Commission that the Southeast Connecticut Water Authority (SCWA) is currently not pursuing implementation of the 2003 Southeastern Connecticut Regional Water Supply Plan (RWSP) mandated by Public Act 02-76, regarding construction of a water supply system for the SE.CT. Planning Region. It is noted that under the 2003 RWSP, SCWA is expected to monitor and provide input into a State Water Plan for the management of water resources in the state that is required to be presented to the State Water Planning Council (WPC) to the General Assembly by January 1, 2018. He also stated that State Representative Kathleen McCarty and US Representative Joe Courtney are still pursuing efforts to identify funding options that may be available for the purchase of Miller Pond.

Chairman LaCombe and Reprehensive Kathleen McCarty met with the Connecticut Institute for Resilience and Climate Adaptation (CIRCA). Though the mission of CIRCA is to assist Connecticut towns and cities to adapt to a changing climate and enhance the resilience of their infrastructures, the purpose of the meeting was the continuation of investigations into potential grant sources to develop Miller Pond as a future water supply to mitigate the projected supply deficit on future economic development growth of Waterford.

Business / Government Relations & Operations

- Commercial Properties Database (GIS and CERC Interface)

Chairman LaCombe updated the Commission on the development of a database that would contain property information on Commercial and Industrial Properties. M. Wujtecwicz informed the Commission that the next step should be the Commission identifying the data that they would like to have represented in the database. A discussion ensued relative to determining the appropriate fields and information to be gathered and recorded in the database that will not duplicate efforts by other Town agencies/departments. Chairman LaCombe had submitted a list of fields he felt could be used in assisting potential candidates looking to relocate within Waterford to identify available properties. I. Kuvalanka will investigate which information is available and focused on economic development.

- Budget Proceedings (BOS, BOF, RTM)

The Commission was informed that the Board of Selectman voted to forward the Economic Development Budget request of \$11,359.00 on to the Board of Finance. Chairman LaCombe reminded members of the Commission that the next EDC meeting will be a Special Meeting to be held at 5:30pm on March 16 in order to accommodate Commission members in attending the Board of Finance Meeting.

- Promotional Package

A discussion took place in identifying options for updating the Town of Waterford Promotional Video. One option discussed in utilizing student talent from the High School to assist in developing an updated video. The promotion brochure was also discussed. After researching M. Wujtewicz informed the Commission that the digital version of the brochure was developed using an outdated version of software. A new brochure may need to be created that more accurately reflects the changes that have occurred in the Town since the last brochure.

Resource Organization Affiliations & Personnel

- WEDC Membership and Part Time Paid Consultant

R. LaCombe stated that he will consult with the First Selectman in pursuing potential new candidates for the Economic Development Commission. M. Wujtewicz will look into the possibility of advertising vacant positions on the Town Website.

- Waterford Division CoC of Eastern Ct

Nothing new to report.

- CEDAS, CERC and SeCTer Membership

Nothing new to report on memberships. R. Riebschlager informed the Commission of Economic Development Training that is offered to through CEDAS and CERC.

4. TOWN DEVELOPMENT PROJECT AND PERMITTING STATUS

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

5. PAYMENT OF BILLS – None.

6. CORRESPONDENCE – None

7. OTHER BUSINESS - None

8. ADJOURNMENT

**MOTION:** Motion made by Chairman LaCombe, seconded by I. Kovalanka to adjourn the meeting at 7:50 PM.

**VOTE:** 3-0

Respectfully Submitted,

Mark Wujtewicz, Planner