

**WATERFORD ECONOMIC DEVELOPMENT COMMISSION**  
**April 20, 2016 REGULAR MEETING**  
**LOUISE T. APPLEBY CONFERENCE ROOM**  
**6.30 PM**

**MEMBERS PRESENT:** Chairman - Richard LaCombe, Ivan Kovalanka, Ryan  
Riebschlager, James Reid

**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, FEBRUARY 17, 2016

**MOTION:** Motion made by R. Riebschlager, seconded by I. Kovalanka to approve the minutes of the February 17, 2016 meeting.

**VOTE:** 4-0

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 informed the Commission that the application for the proposed fishing pier and boardwalk are still under review at CT DEEP. He informed the Commission that the proposed regulations are in the final stages of review and when completed will be incorporated into a formal regulation and zone district amendment application.

Development of a Commercial and Industrial Property Map

The Commission discussed the ongoing effort to create an Industrial Property database from data contained in the Assessor records and the Dunn & Bradstreet Data file. J. Reid has been developing an access database that will be relational and bring flexibility to property data that will be loaded in the Excel Industrial & Commercial property database. The next action is load data from Assessor's records by linking on to property in the Assessor's database from the town's GIS map to access the feasibility of finding and loading data from the Assessor's Business Property database. A presentation will be made to the Commission once the final product completed.

It was noted that a list of fields identified by Abby Piersall, Planning Director, was submitted and that these fields will be considered for incorporation into the database design.

– Development and Implementation of New Business Concepts

R. LaCombe informed the Commission that he spoke with Robert Mills, President of the Norwich Community Development Corporation, and Hannah

Grant of the Spark Makerspace in New London at the public input session for the 2016 Comprehensive Economic Development Strategy Plan. Discussion was on the similarities of the proposed Waterford Business Incubator Marketplace (WBIM) concept with the business incubator space being developed in the old Norwich Bulletin building in Norwich, and the cooperatively run workshop and learning center for artisans being developed in New London. Robert Mills and Hannah Grant welcomed the WEDC to visit and to have further discussions on their business models.

- Waterford Oldest Business  
Nothing new to report.

#### Infrastructure

- Review of Utility Commission Activity  
Chairman Lacombe informed a working group attending the public input session for the 2016 Comprehensive Economic Development Strategy Plan that the availability of a sufficient regional water supply should be highlighted and included as a major component in the infrastructure needed to support and promote economic development, growth and stability of the region.

#### Business / Government Relations & Operations

- Commercial Properties Database (GIS and CERC Interface)  
Chairman LaCombe informed the Commission on a conversation he had with Erron Smith, Real Estate Program Manager at CERC regarding the use of CERC's Site Finder Online Database. He stated that Waterford can upload data for free since they are a member of SeCTer however, any modification to the database may require a fee for the modification.
- Budget Proceedings (BOS, BOF, RTM)  
The next step in the budget review process will be before the RTM. The Commission is scheduled to have its budget reviewed by the RTM on Tuesday May 3.
- Promotional Package  
R. LaCombe informed the Commission that he had spoken to Superintendent of Schools Thomas Giard regarding the use of high school students to develop the Town promotional Video and to populate the Industrial Properties database. He stated that Mr. Giard felt that students could be provided to do this work. The work would not be able to begin until after September when new staff would be available to assist the students.

R. LaCombe presented the Commission with a proposal to purchase personalized flash drives for the Town of Waterford to use in distributing the promotional video and to also purchase pens as a promotional item. R. Riebschlager stated that he felt the pens would not provide the promotional impact that the flash drives would and suggested that the pens not be purchased.

**MOTION:** Motion made by R. Riebschlager, seconded by J. Reid to purchase flash drives for the distribution of the promotional video.

**VOTE:** 4-0

Resource Organization Affiliations & Personnel

- WEDC Membership and Part Time Paid Consultant  
Nothing new to report
- 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. Wujtewicz reviewed the development project status report with the Commission.

5. PAYMENT OF BILLS

Sportees Invoice for \$10.00 for the engraving Secchiaroli Farm on the Waterford Oldest Business Plaque presented to Secchiaroli Farms during the annual State of Waterford Breakfast

**MOTION:** Motion made by R. Riebschlager, seconded by I. Kuvalanka to pay the Sportees Invoice.

**VOTE:** 4-0

6. CORRESPONDENCE – None

7. OTHER BUSINESS - None

8. ADJOURNMENT

**MOTION:** Motion made by R. Riebschlager, seconded by I. Kuvalanka to adjourn the meeting at 7:50 PM.

**VOTE:** 4-0

Respectfully Submitted,

Mark Wujtewicz  
Planner