

**WATERFORD ECONOMIC DEVELOPMENT COMMISSION**  
**August 4, 2016 SPECIAL MEETING**  
**LOUISE T. APPLEBY CONFERENCE ROOM**  
**7:30 PM**

**MEMBERS PRESENT:** Chairman - Richard LaCombe, Ivan Kovalanka (7:38), Ryan Riebschlager, James Reid

**MEMBERS ABSENT:** Sheri Cote, Vacancy

**STAFF PRESENT:** Mark Wujtewicz, Planner

**OTHER PRESENT:** Dan Steward, First Selectman

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, APRIL 20, 2016

**MOTION:** Motion made by R. Riebschlager, seconded by J. Reid to approve the minutes of the April 20, 2016 meeting.

**VOTE:** 3-0

(I.Kovalanka arrived at the meeting at 7:38)

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 an application for the regulation and zone district amendment will be received by the Commission at its August 8 meeting. The regulations and zone district are specific to the Mago Point area.

D. Steward informed the Commission that the public notice for the DEEP Permit for the proposed public fishing pier and boardwalk has been published in the paper.

- Development of a Commercial and Industrial Property Map

Chair LaCombe updated the Commission with the work that he and J. Reid have undertaken with developing the database for available commercial and industrial properties.

- Development of web-site to host WEDC and the Commercial Property Database.

J. Reid has been working on developing a website specific to the Economic Development Commission that will highlight the activities and goals of the Commission and Waterford Business community. He gave a brief demonstration of the progress to date. The website will also contain the commercial and industrial property database in order to make it more convenient for potential developers to identify available properties with specific information on each of the parcels identified. Establishing a link to the Towns GIS system is crucial in identifying the location and physical features on the

property. Work is still ongoing to provide the direct link to the Town's GIS map so a parcel can be automatically highlighted when it's selected from the database.

It was discussed that more work needs to be done to make the website adaptable to accepting and updating the excel property database with a hyperlink to the Waterford GIS map. Support from the IT Department is being considered.

- Discussion and status update on new and active WEDC projects  
Nothing new to report
- Waterford Oldest Business  
Nothing new to report.

#### Infrastructure

- Review of Utility Commission Activity  
Chair LaCombe stated that EDC concern resulting from the WEDC study of the adequacy of Waterford's water supply to support future economic stability was somewhat alleviated from the recent news article in the New London Day. The article reported the New London W&WPCA dedication of a new \$5.9 million pump station that will reach 300 million gallons of water from previously inaccessible deep bowl in Lake Konomoc. The news article did not clearly state the exact amount that the new water supply will supplement the existing safe yield water supply of 6.40 MGD with a demand of 5.9 MGD of 5.940 MGD, however, there is a sense that the reported 300 million gallons retrievable reservoir will help relieve the concern of a projected future water deficit.  
  
D. Steward updated the Commission on the ability of the Rogers Hill Water Storage Tank and the Thames River Water Pipeline to provide additional water capacity for Waterford.
- Discussion of infrastructure needs and development to support future economic/business development  
R. LaCombe noted that there are areas of Town that have the potential for additional commercial and industrial development if there were infrastructure in place that could support the development. He identified areas where there are no municipal sewer service and are zoned rural residential. M. Wujtewicz stated that there are areas in Town which are identified in the State Plan of Conservation and Development as Conservation Areas. These areas coincide with Waterford's Plan of Conservation and Development as Rural Residential areas which are considered sewer avoidance zones. Any conflicting designations of areas between the Town's Plan of Conservation and Development and that of the States Plan puts at risk potential funding from the State to the Town.

## Business / Government Relations & Operations

### - Budget Proceedings (BOS, BOF, RTM)

It was the consensus of the Commission to remove this recurring item from the agenda until such time that the budget hearing process resumes for the next fiscal year.

### - WEDC Membership

The Commission discussed pursuing additional membership to fill existing vacancies. There was also discussion regarding the possibility of adding additional positions to the overall commission membership.

### - Part time Economic Development Coordinator/Consultant

R. LaCombe described the Town of Hebron's Economic Development Coordinator position. He felt that the position of an Economic Development Coordinator in Waterford would be beneficial towards achieving the goals of the Commission by assisting with grant writing and providing a point of contact for potential and existing business interests in the Town. D. Steward stated concerns regarding the creation of a full time position.

### - Town EDC Promotional Package including Wtfd. Promotional Digital Video

R. LaCombe handed out the Town of Waterford Economic Development Commission promotional thumb drives. These will be used to store the Town of Waterford's promotional video along with other information about the Town in order to promote its economic environment.

There was discussion regarding the development of the promotional video. It was agreed that there should be an update to the video. The development of the video by a professional video production firm was discussed.

### - Discussion on special EDC meetings to accomplish EDC workload

There was discussion regarding changing the schedule of the remainder of the 2016 meetings for EDC. Since the yearly meeting schedule has already been posted with the Town Clerks Office, the remaining meetings would need to be posted as Special Meetings. It was the consensus of the Commission to change the meeting dates for the remainder of the year to the second Thursday of the month with a meeting time of 7:30.

### - Review of WEDC organization, goals and objectives

There was a discussion of WEDC strategy regarding achieving its goals and objectives. This included the creation of committees within the EDC that would take on various tasks. A change to the organization structure that would add a Vice Chairman position was discussed.

## Resource Organization Affiliations & Personnel

### - 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  
Chamber of Commerce Renewal of Membership Dues., \$204.00  
R. LaCombe endorsed the Invoice for payment
6. CORRESPONDENCE – None
7. OTHER BUSINESS - None
8. ADJOURNMENT  
**MOTION:** Motion made by R. Riebschlager, seconded by I. Kuvalanka to adjourn the meeting at 9:11 PM.  
**VOTE:** 4-0

Respectfully Submitted,

Mark Wujtewicz  
Planner