

**WATERFORD ECONOMIC DEVELOPMENT COMMISSION
DECEMBER 8, 2016 SPECIAL MEETING
LOUISE T. APPELBY CONFERENCE ROOM
5:00 PM**

TESTE: *Richard LaCombe*
TOWN CLERK

16 DEC 16 PM 2:40

RECEIVED FOR RECORD
WATERFORD, CT

MEMBERS PRESENT: Chairman - Richard LaCombe, Ivan Kovalanka, James Reid
MEMBERS ABSENT: Sheri Cote, Vacancy
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 5:20PM.

2. APPROVAL OF MINUTES - November 10, 2016
MOTION: Motion made by R. LaCombe, seconded by I. Kovalanka to approve the minutes of the November 10, 2016 meeting.
VOTE: 3-0

3. COMMISSION PROJECTS AND INITIATIVES:
Active Economic Development and Policy Advancements:
 - Mago Point, Downtown Destination & Jordan Village Study
Planning Director Abby Piersall updated the Commission on the status of the development projects ongoing in Mago Point. She informed the Commission that the Mago Point Pier and the restaurant under construction are both progressing very well.

She also informed the Commission that she is requesting an extension to the deadline for completing the projects identified in the STEAP Grant from the State. She stated that the State is in support of the extension and that she will be applying for another STEAP Grant once the notifications go out requesting applications. Part of the Grant request will include survey of the road centerlines, property corners, streetscape improvements, utility upgrades and public parking lot improvements.

Way finding signage that will identify Mago Point from Rte 156 and provide information internal to Mago Point for areas such as public access and parking was discussed..

 - Development of Commercial Properties Database with GIS Interface
Further work to expand the property database has slowed awaiting upgrade of the town GIS system using MUNICIPALITY application software that will enhance the database capabilities.

 - Development of Web-Site to Host WEDC and the Commercial Property Database.
A. Piersall discussed the status of the new Permitting MUNICIPALITY software implementation that will provide application that will be used to enhance functionality of the property database on the town GIS system.

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

- Waterford Oldest Business

R LaCombe provided a listing of the older town business previously used by the Commission to select a candidate for the Annual Waterford Oldest Business Award. The Commission reviewed the list and determined that the list should be updated to remove those businesses that are no longer in operation. It was a consensus of the Commission to narrow the selection down to three potential candidates for the 2017 honoree; Sireci's Automotive, Silva's Package Store and Ed Roy's Wall & Floor Coverings. The Commission will discuss these three potential candidates in further detail at the next meeting.

Infrastructure

- Discussion on infrastructure needs and development to support future economic and business development

Nothing new to report

Business / Government Relations, Operations and Personnel

- WEDC Membership

The Commission received and reviewed two letters of interest by individuals who expressed an interest in serving on the Commission. These letters were in response to an ad placed in the New London seeking volunteers to serve. The members of the Commission reviewed the letters and requested that A. Piersall contact the interested individuals to request a date and time in which they can meet with the Commission.

- Part time Economic Development Coordinator/Consultant

I. Kuvalanka felt that the Commission should contact developer agencies and SeCTer in order to establish what criteria is used by the various companies when identifying viable sites for clients to develop. The purpose would be to determine the usefulness in applying the information and technique to properties in the commercial and industrial property database.

- Town EDC Promotional Package Including Waterford Promotional Digital Video

The Commission discussed the use of the USB drives purchased for the purpose of promoting economic development within the Town. It was the consensus of the Commission not to include the promotional video on the thumb drives.

- Discussion on special EDC Meetings to accomplish EDC workload

Nothing new to report

- Review of WEDC organization, goals and objectives

The outline for an EDC Master Plan was discussed. It was noted that the outline of the master plan should be used as a guide for planning, implementing and promoting economic development policy and action.

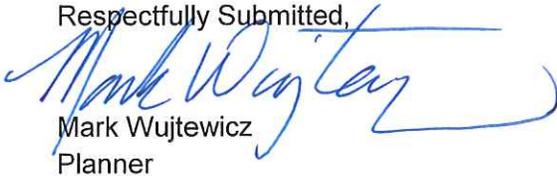
Resource Organization Affiliations

- 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 updated the Commission on the status of various development projects underway throughout Town.
5. PAYMENT OF BILLS - None
6. CORRESPONDENCE – None
7. OTHER BUSINESS
A. Piersall reviewed the proposed 2017/2018 budget with the Commission.
MOTION: Motion made by R. LaCombe, seconded by I. Kovalanka to forward the budget on to the Board of Selectman for consideration.
VOTE: 3 - 0
8. ADJOURNMENT
MOTION: Motion by I. Kovalanka, seconded by J. Reid to adjourn at 6:56 PM.
VOTE 3 - 0

Respectfully Submitted,



Mark Wujtewicz
Planner