

TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY: 10113 ECONOMIC DEVELOPMENT COMMISSION8

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	FY2025 TRANSFERS IN/OUT	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	2026-2027 APPROVED BD/COMM. (12/16/25)	2026-2027 BD OF SELECTMEN APPROVED	2026-2027 BD OF FINANCE APPROVED	BOF Approved \$ Increase	BOF Approved % Increase
SERVICES												
52010	ADVERTISING	0		500		400	500	500	500	500	0	0.00%
52020	POSTAGE	7	8	1,000		0	1,000	1,000	1,000	1,000	0	100.00%
52030	PROFESSIONAL FEES	0	-25	11,800		0	14,000	14,000	14,000	14,000	2,200	18.64%
52050	DUES, CONF. & EDUC.	9,153	25	11,752		9,062	9,607	9,607	9,607	9,607	(2,145)	-18.25%
52060	PRINTING	31	-8	200		0	200	200	200	200	0	0.00%
52070	REIMBURSABLE EXPENSES			100		0	100	100	100	100	0	0.00%
	SUBTOTAL	9,191	0	25,352	0	9,462	25,407	25,407	25,407	25,407	55	0.22%
MATERIALS & SUPPLIES												
53010	OFFICE SUPPLIES	0		0	0	0	0	0	0	0	0	0.00%
	SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0.00%
	DEPARTMENT TOTAL	9,191	0	25,352	0	9,462	25,407	25,407	25,407	25,407	55	0.22%

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Economic Development Commission



BUDGET FUNCTION

The Economic Development Commission's purpose is to support and grow Waterford's economy. The Commission is empowered by Town Ordinance and State Statutes to serve as a platform to coordinate activities and groups that work in support of economic development. Broad responsibilities the Commission may undertake include market analysis, business recruitment and retention, marketing the Town, and recommending actions that the Town can take to meet its development goals.

LOOKING AHEAD

The Commission voted to continue to ensure that it has the resources to better support Waterford's economic development efforts. To assist in supporting those efforts the Commission will utilize the services of a part time Economic Development Community Liaison. The purpose of the position is to assist the Economic Development Commission by performing tasks such as business recruitment and retention which may include researching and implementing grant opportunities. This position will also support the Economic Development Commission by providing an individual to assist the Commission in its initiatives and to represent the Commission at meetings with regional, state and national Economic Development Organizations. The proposed funding for this position is \$25,000 and is included in the Planning and Zoning Commission FY2027 Personnel Budget.

MEMBERS

Michael Buscetto III, Chair
Edward Lusher
James Nicholas
Kathleen Mullen – Kohl

ALTERNATES

Julie Lawrence
Scott Gladstone

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Economic Development Commission



BUDGET SUMMARY

ECONOMIC DEVELOPMENT COMMISSION: Proposed Fiscal Year 2027	
SERVICES:	
10113-52010-101-010-13-00-52 ADVERTISING	500
10113-52020-101-010-13-00-52 POSTAGE	1,000
10113-52030-101-010-13-00-52 PROFESSIONAL FEES	14,000
10113-52050-101-010-13-00-52 DUES, CONFERENCES & EDUCATION	9,607
10113-52060-101-010-13-00-52 PRINTING	200
10113-52070-101-010-13-00-52 REIMBURSABLE EXPENSES	100
TOTAL	25,407

Advertising Line 10113-52010

\$500 Requested

The EDC will advertise via print, digital, and social media platforms. Advertisements for EDC sponsored events to aimed at helping local small businesses gain access to grants, loans and business advising services would be paid from this line.

Postage 10113-52030

\$1000 Requested

The EDC will pay for postage to advertise EDC sponsored events out of this line.

Professional Fees Line 10113-52030

\$14,000 Requested

While the Economic Development Commission continues to utilize the support it receives from partnering with organizations including SeCTer and the Chamber of Commerce of Eastern CT for certain events and services, there are circumstances which require specific expertise in support of promoting and facilitating Economic Development Commission initiatives. The Economic Development Commission will utilize these funds for consulting services such as market studies focused along business corridors including the Interstate 95/ frontage roads, Route 85 and Boston Post Road, developing and maintenance of a Waterford small business database, creating Waterford promotional videos.

TOWN OF WATERFORD FY2027 BUDGET REQUEST



DEPARTMENT: Economic Development Commission

Dues, Conferences and Education Line 10113-52050

\$9,607 Requested

The EDC maintains membership with the Southeastern CT Enterprise Region (SeCTer) for the Town. SeCTer provides access to regional economic data and project support. The Commission also maintains memberships with professional organizations for the purposes of implementing and maintaining effective economic development programs. Members attend educational and networking events whenever possible.

Southeastern CT Enterprise Region (seCTer)\$ 8,807

SeCTer provides the Town with regional business information, regional promotion, and educational resources.

Chamber of Commerce of Southeastern CT\$ 300

Promotes local networking, facilitates communication & collaboration

Business meeting expenses, including shared costs of facilities and admission costs for economic events, meetings and seminars\$ 500

Printing Line 10113-52060

\$200 Requested

This line will cover the cost of materials related to Economic Development Strategy implementation, such as drafts of graphic designs or similar items that will require Commission review.

Reimbursable Expenses Line 10113-52070

\$100 Requested

EDC members on occasion pay out of pocket for expenses associated with travel to seminars and business meetings. This line item provides for the reimbursement of funds expended by EDC members in providing services to the Town.

TOWN OF WATERFORD

FY2027 BUDGET REQUEST

DEPARTMENT: Economic Development Commission



Economic Development Commission										
5 Year History of Expenditures										
	FY2025		FY2024		FY2023		FY2022		FY2021	
	ORIGINAL	FY2025	ORIGINAL	FY2024	ORIGINAL	FY2023	ORIGINAL	FY2022	ORIGINAL	FY2021
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
ECONOMIC DEVELOPMENT COMMISSION										
SERVICES:										
10113-52010-101-010-13-00-52 ADVERTISING	500	-	500	-	1,000	-	425	-	425	-
10113-52020-101-010-13-00-52 POSTAGE	-	-	-	-	-	-	-	-	200	-
10113-52030-101-010-13-00-52 PROFESSIONAL FEES	8,000	-	15,000	17,000	16,000	7,500	1,500	1,372	-	-
10113-52050-101-010-13-00-52 DUES, CONFERENCES & EDUCATION	16,467	9,152	16,467	9,144	10,071	8,508	7,851	7,103	8,223	7,043
10113-52060-101-010-13-00-52 PRINTING	200	39	200	-	200	-	150	-	300	-
10113-52070-101-010-13-00-52 REIMBURSABLE EXPENSES	100	-	100	177	200	383	-	-	150	-
Total SERVICES	25,267	9,191	32,267	26,321	27,471	16,391	9,926	8,475	9,298	7,043



MINUTES
WATERFORD ECONOMIC DEVELOPMENT COMMISSION
SPECIAL MEETING
December 16, 2025
WATERFORD TOWN HALL
6:00 PM

RECEIVED FOR RECORD
WATERFORD, CT
2025 DEC 18 AM 9:17

MEMBERS PRESENT: Chairman Michael Buscetto, James Nicholas and Kathleen Mullen-Kohl
MEMBERS ABSENT: Edward Lusher
ALTERNATES PRESENT: Scott Gladstone (Call In)
ALTERNATES ABSENT: Julie Lawrence
STAFF PRESENT: Mark Wujtewicz, Planner, Interim Planning Director

1. CALL TO ORDER/APPOINTMENT OF ALTERNATES

Chairman Buscetto called the meeting to order at 6:00 p.m. S. Gladstone was seated for E. Lusher.

2. APPROVAL OF THE December 9, 2025 Meeting Minutes

MOTION: Motion made J. Nicholas, seconded by K. Mullen-Kohl, to approve the December 9, 2025 minutes.

VOTE: 4-0

3. NEW BUSINESS

Draft FY 2027 Budget

M. Wujtewicz reviewed the draft budget with the Commission,

MOTION: Motion made J. Nicholas, seconded by M. Buscetto to approve the FY2027 Economic Development Commission draft budget.

VOTE: 4-0

4. ADJOURNMENT

MOTION: Motion made by J. Nicholas, seconded by K. Mullen-Kohl to adjourn the meeting at 6:10 p.m.

VOTE: 4-0

Respectively submitted,

Mark Wujtewicz
Planner/Acting Planning Director