WATERFORD ECONOMIC DEVELOPMENT COMMISSION
February 10, 2022
Remote Zoom Session
5:00 PM

MEMBERS PRESENT: Chairman -Dan Radin, Eric Palmer, Jill Szymanski, Edward Lusher
MEMBERS ABSENT: None
ALTERNATES PRESENT: Greg Attanasio
STAFF PRESENT: Abby Piersall, AICP, Director of Planning, Mark Wujtewicz, Planner

1. CALL TO ORDER/APPOINTMENT OF ALTERNATES
A quorum was established. The meeting was called to order at 5:00 PM.

2. APPROVAL OF MINUTES - January 13, 2022 Meeting

MOTION: Motion made by D. Radin, seconded by E. Lusher, to approve the minutes of the January 13, 2022 meeting.

VOTE: 4-0

G. Attanasio (5:10) seated for the vacant seat

3. COMMISSION PROJECTS AND INITIATIVES:

- Other Board's and Commissions' business of interest to EDC

  A Piersall informed the Commission of the continuation of the public hearing scheduled for the February 22 meeting of the Planning and Zoning Commission regarding a potential to opt out of the Accessory Dwelling Unit legislation. She reviewed the steps in the process should the Commission vote to opt out of the legislation.

  She updated the Commission on the status of implementing zoning regulations relative to outdoor dining.

  The Affordable Housing Plan discussion with the Planning and Zoning is proceeding with dates for public participation and input forthcoming.

  RFP's for the update to the Plan of Conservation and Development are due by the end of next week. She outlined the purpose and process for the update to the POCD. She explained that the update will include a review of the existing plan and update accordingly. To also make the updated plan more user friendly and interactive incorporating GIS elements.

  The Board of Selectmen have concluded the review of the EDC proposed FY23 Budget. Nothing to date has been removed from the budget.

  D. Radin informed the Commission that the RTM has approved the budget hearing schedule for all agencies, boards and commission. He stated that the EDC budget hearing is scheduled for May 9. A. Piersall let the Commission know that they are welcome to attend the hearings in support of their budget request.

- Grants

  - Microgrants

    A Piersall shared with the Commission the most recent draft of the Microgrants Program. She informed the Commission that the updates to the document included input from the Director of Finance. She presented to the Commission the public facing document that included input from the Director of Finance and feedback from members of the Commission. She also presented the Administration Guide which outlines the internal review process of applications. She welcomed any feedback that the Commission may have.

J. Szymanski asked what the next step is in the implementation. A. Piersall stated that the plan had been submitted to the First Selectman, Finance Director and Town Attorney for review. She stated that they are also waiting on any input that the Commission may have.

E. Lusher noted that the scoring sheet should be updated to reflect a score of 100 and that the individual criteria scores only add up to 90.

- Small Business Grants

  A Piersall updated the Commission on the status of the Small Business Grant proposal. She presented the updated draft document and identified the latest modifications.

  She informed the Commission that issues regarding equitable treatment of business that did not own the property in which they were located, such as in shopping centers.

  J. Szymanski suggested that a percentage of the amount of investment the business was making could be considered. Could also consider new market entry business as a ranking criteria.

  A Piersall will continue to list out and draft specific section and ranking criteria based upon the feedback from the Commission. She will distribute the modified version for review comments.

4. TOWN DEVELOPMENT PROJECT AND PERMITTING STATUS
   M. Wujtewicz updated the Commission with the status of ongoing projects in Town.

5. PAYMENT OF BILLS
   None

6. CORRESPONDENCE
   None

7. OTHER BUSINESS
   None

8. ADJOURNMENT
   MOTION: Motion by D. Radin, seconded by E. Lusher to adjourn at 5:53 PM.
   VOTE: 5-0

Respectfully Submitted,

Mark Wujtewicz
Planner