WATERFORD ECONOMIC DEVELOPMENT COMMISSION
September 9, 2021
Louise Appleby Room
5:00 PM

MEMBERS PRESENT:	Chairman -Dan Radin, Eric Palmer, Edward Lusher, Jill Szymanski
MEMBERS ABSENT:	Vacancy
ALTERNATES PRESENT:	Greg Attanasio
ALTERNATES ABSENT:	Vacancy
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 5:00PM

G. Attanasio seated for Vacancy

2. APPROVAL OF MINUTES - August 12, 2021 Meeting

MOTION: Motion made by E. Lusher, seconded by D. Radin to approve the minutes of the August 12, 2021 meeting.

VOTE: 5-0 to approve the minutes.

3. COMMISSION PROJECTS AND INITIATIVES:

- Startup Microgrants

  D. Radin stated that he will start looking into potential marketing outlets for the program in order for the program to receive as much publicity as possible. E. Palmer will look into media outlets. The dates for the various milestones in the project will need to be adjusted once the Board of Finance is presented with the outline of the program and the Board of Selectman has reviewed it.

  A. Piersall stated that creating a workflow of the grant process would be beneficial in explaining how the program is envisioned to work. She suggested a potential date of October 15 for program launch. She suggested that a series of metrics should also be established by which to measure levels of success of the program.

  G. Attanasio suggested that a disclosure agreement should be setup if the EDC were to use the likeness of potential successful candidates in promoting the program

- Small Business Grants

  E. Lusher distributed to the Commission an outline of potential grant rules and intentions. He reviewed the items in the outline with the Commission. The Commission will discuss the process in greater detail at the next meeting.

- EDC current membership skills and gaps

  The Commission discussed various skill sets that each felt would be beneficial in future candidates for membership to the Commission.

4. TOWN DEVELOPMENT PROJECT AND PERMITTING STATUS

Tabled to the next meeting

5. PAYMENT OF BILLS

None

6. CORRESPONDENCE

None

7. OTHER BUSINESS

The Commission briefly commented and felt that it was important for them to attend the Town Center Project public meeting that was due to begin at 5:30pm in the Town Hall auditorium immediately after adjournment.

8. ADJOURNMENT

MOTION: Motion by J. Szymanski, seconded by E. Lusher to adjourn at 5:30 PM.

VOTE: 5-0

Respectfully Submitted,

Mark Wujtewicz
Planner