

WATERFORD ECONOMIC DEVELOPMENT COMMISSION

June 10, 2021
Zoom Virtual Meeting
5:00 PM

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WATERFORD CT
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MEMBERS PRESENT: Eric Palmer, Dan Radin, Edward Lusher, Jill Szymanski
MEMBERS ABSENT: Chairman -Kevin Marcks
ALTERNATES PRESENT: Greg Attanasio
ALTERNATES ABSENT:
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 and G. Attanasio was appointed for K. Marcks.

2. **APPROVAL OF MINUTES - May 13, 2021 meeting**

MOTION: Motion made by E. Lusher, seconded by J. Szymanski to approve the minutes of the May 13, 2021 meeting.

VOTE: 5-0 to approve the minutes.

3. **COMMISSION PROJECTS AND INITIATIVES:**

Discussion of Small Business Grant Program: Status of Development

Abby Piersall updated the Commission on the Small Business Grant Program. The members of the Commission had received copies of information booklet for both the Small Business Grant and the Waterford Microgrants programs. She outlined the procedure for application submittal, review and awards of funds. The role of the EDC in the process for both of the programs was reviewed with the Commission.

Both programs were reviewed separately with the Commission. It was pointed out that each program had its own specific and distinct criteria and roles. The Small Business Grant program is focused on funding physical; improvements to real property and that the improvements stay with the land. The Waterford Microgrants Program is focused on funding assistance for business startup. Such things as Customer Outreach, SBA Loan Preparation Tradeshow attendance and booth supplies, etc. She stated that the funding is available from a portion of federal COVID Relief funds that the Town will receive.

She reviewed the eligibility criteria and procedure for the Small Business Grant Program and how the amount for the individual grants will be determined. There was discussion regarding the various relationships between property owners and business owners and how the property owners would be involved in the application process.

J. Szymanski inquired as to how the availability of these programs will be marketed. A. Piersall stated that through the use of social media, utilizing the reach of the Eastern CT Chamber of Commerce, Press releases on the Towns Website are all methods that can be used to notify the Waterford Business Community of the grant opportunities.

G. Attanasio inquired as to the process for approval of an application. A. Piersall stated that there will be a deadline for application submission. The application will then be reviewed by the Planning Dept. and the Assessor office. The EDC will then review the application against an

established set of criteria. The EDC will then submit a recommendation for award to the Board of Selectman.

D. Radin reviewed the Waterford MicroGrant Program with the Commission. He stated that the purpose of the program is to provide assistance to support high growth startup businesses. He defined for the Commission what is considered a high growth startup business. will be.

A. Piersall reviewed the eligibility criteria, application procedure and grant awards. She went through the outline booklet provided to the Commission. She asked the commission to review the booklets and respond to her with any questions or ideas on the programs.

4. TOWN DEVELOPMENT PROJECT AND PERMITTING STATUS

A. Piersall stated that there are no new projects. Previously reviewed projects are actively underway.

5. PAYMENT OF BILLS – None

6. CORRESPONDENCE – None

7. OTHER BUSINESS

Discussion of Election of Officers

MOTION: Motion by J. Szymanski to place Dan Radin in nomination for Chairman. Seconded by E. Palmer. D. Radin accepted the nomination.

VOTE: 5 - 0

8. ADJOURNMENT

MOTION: Motion by G. Attanasio, seconded by E. Lusher to adjourn at 5:50 PM.

VOTE: 5-0

Respectfully Submitted,

Mark Wujtewicz
Planner