WATERFORD ECONOMIC DEVELOPMENT COMMISSION
May 13, 2021
Zoom Virtual Meeting
5:00 PM

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.

MOTION: Motion made by G. Attanasio, seconded by J. Szymanski to move Item 7 Other Business: The Discussion of Election of Officers to this point of the agenda

VOTE: 5-0

The Board discussed the role of the Chairman. A. Piersall updated the members of the Board with the status of Current Chair K. Marcks. She reviewed the role of the Chair with the Board. She entertained questions from the Board. G. Attanasio inquired as to which members are eligible for the position of the Chair. She stated that regular members are eligible. E. Lusher stated that he felt G. Attanasio and E. Palmer are both capable of filling the role of Chair. G. Attanasio nominated E. Palmer for the position of Chairman, E, Lusher seconded the nomination. E. Palmer stated that while he was appreciative of the nomination he felt that there were other members of the Board who had more insight and expertise to fulfill the responsibilities of Chair.

J. Szymanski suggested that the nominations be postponed for the next meeting in order that the members all have a chance to meet the newly appointed members.

MOTION: Motion made by E. Lusher, seconded by G. Attanasio to table the discussion of the election of officers to the June 10, 2021 meeting.

VOTE: 5-0

2. APPROVAL OF MINUTES - February 11, 2021 meeting

MOTION: Motion made by G. Attanasio, seconded by E. Palmer to approve the minutes of the February 11, 2021 meeting.

VOTE: 4-0-1 to approve the minutes. (G. Attanasio abstain)

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. She stated that there is funding available from a portion of federal COVID Relief funds that the Town will receive. Through preliminary discussions with the First Selectman and the Director of Finance, there will be approximately 100 to 150 thousand dollars made available to start a small business grant program. She described for the Commission that the funding may be provided for business infrastructure improvements and a micro grant for small business startup.

G. Attanasio inquired as to the role of the EDC through the distribution of the funds. A. Piersall stated that an applicant for the funding would need to have the approval of the EDC when approaching to the Board of Selectman for the funds. E. Palmer inquired as to what protections will be in place to be assured that the self-supporting aspect of the program will be administered and maintained. A. Piersall described options for setting up the distribution and support of the funding stream. suggested that the members bring questions and concerns that they may have to the next meeting for discussion. She stated that she will provide more detail of the program at the next meeting. D. Radin expressed his support of the program.

Discussion of Website Content

J. Szymanski suggested that the members take a look at other websites in order to come up with ideas and suggestions for content and functionality. D. Radin asked how the website is updated and managed. A. Piersall stated that the EDC provides the content and staff from the Planning and Development Office will modify the site accordingly. An overhaul of the layout of the site will require the Vendor to make those changes.

Discussion of FY22 Budget: Planning for Town Video Update

Abby Piersall opened the discussion by reminding the members of the Commission that the update to the Town Video was included in the EDC FY22 Budget. She reviewed the purpose of the video. J. Szymanski recommended that the members also look at any video feeds that may be on other Towns websites as they are reviewing those websites for economic development aspects of the particular Town. The Commission discussed the purpose of the video in attracting new businesses by highlighting the positive aspects of the Community.

Discussion of Crystal Mall Update

Abby Piersall updated the Commission on the application status of the grant from the Economic Development Administration for the Feasibility Study at the Crystal Mall.

4. TOWN DEVELOPMENT PROJECT AND PERMITTING STATUS

M. Wujtewicz reviewed ongoing development projects with the Commission.

5. PAYMENT OF BILLS – None

6. CORRESPONDENCE – None

7. OTHER BUSINESS

Discussion of Election of Officers

This item was moved to and discussed earlier in the agenda.

8. ADJOURNMENT

MOTION: Motion by G. Attanasio, seconded by J. Szymanski to adjourn at 6:10 PM.

VOTE: 5-0

Respectfully Submitted,

Mark Wujtewicz

Mark Wujtewicz
Planner