WATERFORD ECONOMIC DEVELOPMENT COMMISSION
October 8, 2020
Zoom Virtual Meeting
5:00 PM

MEMBERS PRESENT: Chairman -Kevin Marcks, Edward Lusher, Richard LaCombe
MEMBERS ABSENT: Ivan Kuvalanka, Stephanie Hughes
ALTERNATES PRESENT: Greg Attanasio (5:25)
ALTERNATES ABSENT: Eric Palmer
STAFF PRESENT: Abby Piersall, AICP, Planning Director, Mark Wujtewicz, Planner

1. CALL TO ORDER/APPOINTMENT OF ALTERNATES

   A quorum was established. K. Marcks called the meeting to order at 5:10PM.

2. APPROVAL OF MINUTES - August 13, 2020 meeting

   MOTION: Motion made by K. Marcks, seconded by E. Lusher to approve the minutes of the August 13, 2020 meeting.

   VOTE: 3-0 to approve the minutes.

3. COMMISSION PROJECTS AND INITIATIVES:

   a. Town Website

   A. Piersall stated that the First Selectman is reviewing the "About" section of the Towns Website submitted by the Commission.

   K. Marcks discussed with the Commission the formatting options on the page. He is looking for input from the members as to formatting and visuals.

   (G. Attanasio arrived and seated for Stephanie Hughes (5:25))

   G. Attanasio will request drone video footage from the Police Dept. A Dropbox account will be set up for the transfer of the large files.

   b. EDC section of Website – goal to add new information for next meeting

   K. Marcks discussed adding more information to the EDC Page of the Town's Website that would describe the purpose and mission of the EDC Commission. He suggested that the "Introduction Letter" that the Commission had generated earlier which describes the mission of the EDC be added to the EDC page.

   MOTION: Motion made by K. Marcks to add the "Introduction Letter" to the EDC page of the Town's Website, seconded by R. LaCombe.

   VOTE: 4 - 0

   K. Marcks discussed the addition of items to the EDC Budget request to cover the cost of 3rd party assistance with the videos. A. Piersall stated that the EDC Budget Draft should be prepared and distributed at the next meeting for review and action. She will distribute copies of last year's budget to the members for their review.

   c. Approximate cost for third party website support.

   This item was tabled for the next meeting.

   d. Letter in support of the FabCon Precast Concrete Manufacturing Facility

K. Marcks presented the letter to the members for review. The Commission discussed the letter. There being no further discussion;

MOTION: Motion made by K.Marcks, seconded by R. LaCombe to forward the Letter of Support to the Planning and Zoning Commission.

VOTE: 4-0

e. EDC Bio's for each member

It was the consensus of the Commission not to include member biographies on the Town's Website.

f. 2021 EDC Calendar

The Commission reviewed the Draft EDC Meeting Calendar for 2021. The Commission decided to make the November meeting date on the 18th due to Veteran's Day falling on the second Thursday of the month in 2021

MOTION: Motion made by K. Marcks, seconded by R. LaCombe to approve the 2021 meeting calendar.

VOTE: 4-0

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 –

G. Attanasio discussed the Nevins Cottage project. He suggested the possibility of using Nevins Cottage as a sort of business incubator for an entrepreneurial program administered through the High School. A. Piersall updated the Commission on the status of the cost estimate to upgrade the building.

8. ADJOURNMENT

MOTION: Motion by K. Marcks, seconded by R. LaCombe to adjourn at 6:15 PM.

VOTE: 4-0

Respectfully Submitted,

Mark Wujtewicz

Mark Wujtewicz
Planner