

GUILFORD
Economic Development Commission
MINUTES
March 5, 2019
8:00 A.M.
Nathanael Greene Community Center, Faulkner Room

Final

Commissioners: Chair Mark Wasserman, Vice Chair Theodore Sands, Wendy Dockray,
Amy Earls, Damian Gunningsmith, Tracy Brent Calafiore (Alt)
Absent: Fran Paranto, Michael Meisel, Dave Egan (Alt)
Town Officials: Brian McGlone, Economic Development Coordinator
Guests: J.P. Sullivan, potential member
Janice Plaziak, Town Engineer

1. Communication and Public Forum (limited to 5 minutes) / Call to Order

At 8:03 am, Chair Mark Wasserman called to order the regular meeting. There were no comments for communication or public forum.

2. Guest Speaker Janice Plaziak, Town Engineer

Town Engineer Janice Plaziak provided her engineering background. Her previous position was the Branford Town Engineer for several years. She is certified in Flood Plain Management.

Engineer Plaziak advised on the recently updated Guilford Flood Plain Ordinance that requires additional elevations for buildings. This will benefit property owners with fewer damages, retain property values and deter flood insurance rate increases. Her department has oversight of infrastructure and collaborates with the Planning and Zoning Commission, Town Planner, Town Environmental Planner, Boards of Selectmen and Finance, Public Works, Facilities Manager, CT Dept. of Transportation, CT Dept. of Energy and Environmental Protection, the Harbor Management, Inland Wetlands and Hazard Mitigation Commissions, Federal Emergency Management Agency (FEMA) and others. She advised on several current road, bridge and culvert projects. The plans for the Guilford/Madison Transfer Station include the goal to reduce solid waste by 10% by 2024. Those using the transfer station could be required to show proof of residency. The Board of Selectmen will establish a Transfer Station Commission.

Discussion reviewed :

- Ways that EDC can provide information to businesses and residents to support reducing waste products and recycle.
- Information on the impact to Guilford from the extensive DOT construction project to replace the water main pipeline along Route 1 the water tower (to be removed) to Jacobs Lane on Route 146. This is planned for this 2019 summer. DOT will use the Page Hardware parking lot during the project.

- Town Engineering Dept. :
 - *consults with the Police Dept., who are the traffic and parking authority.
 - *issues permits for street extrication, road improvements, sidewalk replacement, safe road sightlines.
 - *monitors business compliance with the Coastal Management Plan.
- First Selectman Hoey will create a Safety Task Force for sidewalk use.

Chair Wasserman expressed appreciation to Engineer Plaziak for sharing information.

3. Approval of February 5, 2019 Minutes

Upon review,

Motion: Ted Sands moved to approve the February 5, 2019 minutes with the following amendments: Damian Gunningsmith was absent and under "7. Subcommittees, Parking", remove line two, seconded by Wendy Dockray.

*Vote: Carried - Wendy Dockray, Ted Sands, Amy Earls, Tracy Brent Calafiore
Abstained: Damian Gunningsmith (Feb. absent)*

4. Economic Development Coordinator's Report

Econ. Dev. Coor. Brian McGlone had emailed EDC commissioners his monthly report and information on a proposed signage project.

February Report :

Administration

"Town and School 2019-2020 Budgets will be presented to community on Tuesday March 5, at 7:30 pm, in the Community Center. All are welcome to attend. EDC and all department budgets are going through the review and approval process.

'Sustainable CT' (nonprofit) - is a voluntary certification program to recognize thriving and resilient Connecticut municipalities. I am supporting a Sustainability Team working on a key component "Thriving Local Economies". Participation and certification provides statewide recognition, possible funding and resources, establishes community building, may identify cost savings opportunities, peer learning and create partnerships for going forward.

Business Update

The Metro Pooch project was presented and approved by P&Z at their Feb 27 meeting. M-P is required to return to Design Review on March 13 for "minor tweaks" but effectively, they are ready to go. Financing is in-place. Ground breaking is weather dependent and is expected to be soon.

Whitfield Square - Craig Maturo properties will be sold in early March to Todd Taylor and some associates. Todd is excited about this opportunity and has positive ideas for marketing this center/area as a destination, all which will help all surrounding businesses. Todd's fiancée, Daniela Balzano, opened the Water Street Jewelers in one of the spaces. The Ribbon Cutting and Grand Opening occurred on Friday, March 1.

With this transition underway, we did not make additional progress concerning the St. George Parking project. Conceptually, Todd is supportive and we expect all to move forward.

3 Girls Vegan moved from the Stepstone Hill Plaza to the plaza across from McDonald's/Guilford Savings Bank Branch. La Cucina has opened next to Ashley's Ice Cream.

Tourism Update

'Welcome to Guilford' Signage - Putting finishing touches on presentation material for an upcoming Board of Selectmen's meeting. Will request being on the BoS agenda for the March 18th meeting. See attached cover note, approved sign, CTDOT easement application and GIS locator map. Similar documentation will be submitted for the other 5 signs. Working with Shirley Girioni on first Grant Request through the Guilford Foundation. Must be submitted by March 15th. Identifying other sources of funds.

Attended a Regional Forum organized by the Panel reporting to the CT General Assembly, concerning the direction of Tourism in the State. Key issues: sources of funding for tourism, organizational structure and allocation of funding. There were 3 other similar forums for this panel to obtain community input. A final report is being drafted with their recommendations. A copy will be obtained when available.

Tracy Brent-Calafiore and I met to discuss establishing a "Merchants Forum", where we would share information concerning numerous topics that could impact our local merchant. Ex - calendar of events around the Green from the Town, Chamber, other, that might be bringing in significant amounts of people. Projects like our parking initiatives, sidewalk construction, and water company pipeline. And business ideas to drive and support businesses. We should discuss establishing a small sub-committee to make this happen.

The Shoreline Chamber of Commerce provided yours truly with an award at their Annual Dinner Meeting, recognizing my tourism efforts in helping to make our shoreline community a better place to work and live. With humble gratitude, I accepted the award, while recognizing many people could have been recognized before me.

Forums - Save the Dates

April 16, 2019, 7:30 am to 9:30 am, Guilford Community Center. Our neighboring 4 towns, No. Branford, Branford, Madison and Guilford will be hosting a forum, featuring the Small Business Administration (SBA). The SBA provides access to working capital, entrepreneur development programs and available government contracts.

May 15, 2019, 8 am to 10 am, Guilford Community Center. Guilford EDC will be hosting a forum to discuss local economic development issues and opportunities. (See also comments from Mark, Fran and Damian).

5. Chamber of Commerce Report

Chamber of Commerce president Sheri Cote was not present to report.

6. Chairman's Report

Chair Mark Wasserman had no new information to report.

7. Subcommittees/Board Liaison Reports

- **Town Forum - (Gunningsmith, Paranto)**

Damian Gunningsmith reported that the EDC Town (department) Forum is scheduled for May 15, 2019 at the Community Center from 8:00 am to 10:00 am. Damian, Fran Paranto, Brian McGlone and Chair Mark Wasserman had met in February to review the Forum content. An agenda has been emailed to EDC members. Town department staff and First Selectman Matt Hoey have been invited. Discussion will include a review of opportunities for economic growth.

Each EDC commissioner was asked to email comments and suggestions this month to Chair Wasserman. An updated Town brochure could be created to include descriptions of how each department works.

- **Land Acquisition Committee (LAC) (Paranto)**

Fran Paranto was not present to report.

- **Signage (Meisel, Egan)** Discussion held earlier in the meeting.

- **Parking (Sands, Paranto, Orce)** Discussion held earlier in the meeting.

8. **New Business** There was no new business.

9. **Old Business** There was no old business.

10. Approval of Bills

Motion: Ted Sands moved to approve payment of the Recording Secretary February invoice for \$103.50, seconded by Damian Gunningsmith.

Vote: Carried - Amy Earls, Wendy Dockray, Ted Sands, Damian Gunningsmith

10. Adjournment

Motion: At 9:17 a.m., Damian Gunningsmith moved to adjourn the meeting, seconded by Amy Earls.

Vote: Carried - Unanimously

Respectfully Submitted,

Judith Anderson Castellano
Recording Secretary