

Wilton Economic Development Commission – November 12, 2014 Meeting Minutes

Attendees: Peter Gaboriault, Lee Wilson, Bob Sabo, John Wilson, Dave Clune, Chris Fuentes.

The meeting was called to order at 7:20 PM in Meeting Room B at Wilton Town Hall.

Website Development:

The EDC discussed improvements to the website and target dates.

The group discussed suggestions made to date to improve the website including several issues:

- Meeting with the website developer (name?) to review work done to date
- Incorporating the input of First Selectmen Brennan and review after the site is developed
- Discussed Dave Clunes layout changes and content inclusions including State and Fairfield County Maps and a phone and email of the prime contact on the website. All agreed that the primary contact should be the Planning Department who can screen requests to the appropriate Commission member.
- The Target date for reviewing the site with the developer, securing approval from the Town Committee and formally deploying it was agreed to be no later than January 30, 2015.

Chris Fuentes is a new member and has volunteered to review the website and develop an outline and other improvements. He will exchange the information with the EDC members for review and input prior to the next meeting.

Rapid Deployment Team:

The EDC discussed the importance of a Rapid Deployment Team to ensure that inquiries are acted upon and each potential business is assigned a “sponsor” to shepherd them through the process. A formal process will be developed at subsequent meetings.

Budget and Staffing:

The EDC began preliminary discussions concerning the budget request to be submitted to Town Council. Chairman Gaboriault discussed a preliminary budget that included a part time position. This position would be responsible for maintaining and updating property listings. Lee Wilson explained the need for this person to maintain close contact with area commercial brokers as this is a key activity for attracting business.

The EDC will review other area EDC’s for budget information. Lee Wilson did contact the Greater Bridgeport EDC as an example. They have 3 full time staff and are much larger than Wilton. He did mention that they are partially funded by the area Chamber of Commerce as well as surrounding towns. This raised the importance for our EDC to enlist the Wilton Chamber in future activities and attend meetings. The Commission will designate someone to reach out to the Chamber at the next meeting.

Action on developing a budget must be done early in 2015 to complement the Town's budget cycle.

EDC Goals:

The members agreed that the goals of the Commission need to be clearly defined. The current suggestions are:

- Increase the percentage of commercial property on the grand list
- Identify and help promote promising development sites

There were general discussions on potential sites such as Cannondale and The Georgetown area.

The meeting was adjourned at 8:35. The next meeting is scheduled for December 10 at 7:15 in Town Hall.

Submitted by Bob Sabo.