

**Trumbull Economic & Community Development Commission  
Special Meeting, Thursday, January 5, 2012  
Long Hill Conference Room  
7:00 P.M.**

VOLUME \_\_\_\_\_ PAGE \_\_\_\_\_  
2012 JAN - 9 P 2:46  
TRUMBULL LAND RECORDS  
ATTEST  
TOWN CLERK

RECEIVED FOR RECORD

**MEETING MINUTES**

**Members Present: James Abraham, Scott Wich, Tom Ginis, Beryl Kaufman, Ralph Sather, Jack Berg, Gary Bean, Evelyn Zmary, William Haberlin**

**Others in Attendance: First Selectman Timothy M. Herbst (arrived 7:13 PM), Attorney Darin Callahan, Owens, Schine & Nicola, P.C.**

Commissioner Wich called the meeting of the Economic & Community Development Commission (hereinafter referred to as "ECDC") to order at 7:18 P.M.

Commissioner Wich referenced a letter he sent to members of the ECDC via e-mail earlier in the day at 4:30 P.M. Commissioner Wich indicated that since mid-December he has been the recipient of correspondence from both the Town Clerk and the First Selectman concerning possible violations by the ECDC of the Connecticut Freedom of Information Act and Robert's Rules of Order. Commissioner Wich felt that conclusions were rushed by the Town Clerk, whereby she did not anticipate facts or issues specific to the ECDC. Commissioner Wich indicated that if the ECDC were to rush into a revote of its officers it would be opening the commission up to a vote that is not consistent with the Charter.

Commissioner Bean responded to Commissioner Wich that this is the first time that all 9 members of the ECDC have been in attendance at a meeting. Commissioner Bean indicated that there was presently a quorum and further pointed out that a

quorum did not exist at the December 15, 2011 meeting of the ECDC. Commissioner Bean further indicated that every Commissioner needs to make the commitment to attend as many meetings as possible. Commissioner Bean stated his preference that given the fact that three new Commissioners were appointed and all nine commissioners were present, that the election of officers should be conducted in accordance with Robert's Rules of Order.

Commissioner Sather opined that this was the first time in two years the ECDC had all nine members present. Commissioner Sather further indicated that all members of the Commission need to have a focus and work outside of meetings to advance the interests of the ECDC. Commissioner Sather indicated that the goal of the Commission should be to offer progress instead of pontificating.

Commissioner Abraham indicated that it is important for members of the ECDC to understand the process and get to know other members of the Commission before electing officers of the commission. Commissioner Abraham indicated that the Charter should be changed to allow officers to be elected six months after a new member is appointed.

Commissioner Kaufman indicated that it was time to move forward and not backward. There was a consensus of the Commission to conduct a revote of officers in light of a lack of quorum at the previous meeting, in accordance with the meeting agenda.

Attorney Callahan attended the meeting upon the request of Town Attorney Robert Nicola to answer any questions members of the commission might have concerning whether a revote was necessary and also to answer questions concerning quorum and proper posting requirements under the Connecticut Freedom of Information Act.

After comments from Attorney Callahan, Commissioner Wich entertained nominations for the position of Chairman.

Commissioner Bean nominated Ralph Sather for Chairman, which was seconded by Commissioner Zmary.

Commissioner Ginis nominated Scott Wich for Chairman, which was seconded by Commissioner Abraham.

A vote was conducted by secret ballot and Commissioner Sather was elected Chairman by vote of 7 in favor of Mr. Sather and 2 in favor of Mr. Wich.

Chairman Sather thanked the members for their vote of confidence and thereafter entertained motions for the positions of Vice Chairman.

Commissioner Kaufman nominated Gary Bean for Vice Chairman, which was seconded by Commissioner Haberlin.

Mr. Bean was elected Vice Chairman by a vote of 8 in favor, 0 opposed and 1 abstention ( Bean).

Chairman Sather then entertained nominations for the office of Secretary.

Commissioner Berg nominated Evelyn Zamary to serve as Secretary, which was seconded by Commissioner Bean.

Commissioner Zamary was elected by a vote of 8 in favor, 0 opposed and 1 abstention (Zamary).

The Commission then discussed meeting dates and locations for the upcoming year.

Commissioner Abraham indicated that meetings are currently the third Thursday of every month and he believes the date should stay the same.

Commissioner Abraham indicated reluctance to changing regularly scheduled meeting dates to simply accommodate a one or two members of the commission. He further indicated that he does not feel that meeting dates should be changed on an annual basis.

Commissioner Zamarly and Commissioner Bean questioned whether ECDC meetings should precede Planning and Zoning Commission (PZC) meetings in light of the fact that very often EDC members will speak to the merits of a Planning and Zoning application.

After a brief discussion a consensus of the Commission concluded that this was not feasible. Thereafter, the members of the ECDC reached a consensus that meetings would be held on the second Wednesday of every month. The Commission agreed that the next meeting would be February 9, 2012 at 7:15 P.M.

Chairman Sather asked members of the Commission to submit to him in writing their goals for the upcoming year so he could properly develop a consensus among the entire Commission as a whole.

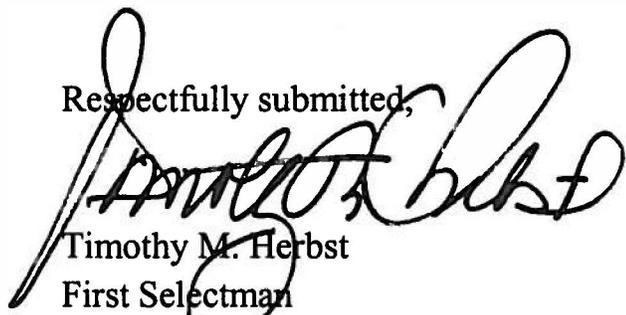
First Selectman Timothy M. Herbst was in attendance to brief members of the ECDC on the pending search for the new Director of Economic and Community Development. The First Selectman shared with members of the Board the job posting. The First Selectman indicated that the job would be posted on Friday, January 6, 2012. The First Selectman indicated that the job would be posted for three weeks. At the conclusion of the application period, the First Selectman indicated that he would elicit a human resources professional to assist his office with the interviewing and screening process of all candidates for the position. The First Selectman indicated that this was the same process used when the Town elicited candidates to apply for the position of Director of Public Works. The First Selectman stated, and members concurred that the goal was to identify the most qualified and capable candidate.

After a brief discussion, the Commission approved the job description with minor changes. Commissioner Kaufman indicated that going forward, all references to the Economic Development Commission (EDC) should be to the Economic and Community Development Commission (ECDC).

Thereafter a motion was made by Commissioner Bean and seconded by Commissioner Berg to adjourn the meeting of the Economic and Community Development Commission.

The vote was unanimous and the meeting was adjourned at 8:25 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Timothy M. Herbst". The signature is written in a cursive style with a large initial 'T' and 'H'.

Timothy M. Herbst  
First Selectman  
Town of Trumbull, Connecticut