

**Town Of Trumbull
Economic and Community Development Commission
Meeting Minutes
March 2, 2016 7:15 p.m.
Trumbull Town Hall**

Chairman: Ralph Sather

Present: Commissioners Evelyn Zamary, Beryl Kaufman, Jackie Galiani, Mark Smith

Land Use Planner: Rob Librandi

Firelight Media Group: Byron Campbell

Chairman Sather called the meeting to order at 7:15 p.m. and made a motion to review the February 3rd meeting notes (no quorum).

He then introduced Byron Campbell from Firelight Media Group who will be updating the Town's video. The Commission requested that the revised format feature newer music, quicker cuts and highlight not only commercial business but also retail, restaurants and the beautification of Trumbull's parks. Spokespersons for the Town may include: R. D. Scinto, Sun Products, Westfield Mall, Bridgeport Hospital, Unilever and HSI with an emphasis on a town government that is easy to work with. The presentation will feature one individual representing a category as a whole and will then follow with a montage of that type of business. Chairman Sather also emphasized the benefits of Trumbull's stable tax rate, good transportation and desire of residents to shop locally and advised that he will review with the Commission other key issues and goals they would like featured. Mr. Campbell suggested a video length of 3 minutes, with an introduction by the new Director of Economic & Community Development. The new video will be presented at the Business Appreciation Breakfast to be held this fall.

Directors Report

Madison Village

- Upper Crust Bakery received their sign permit - opening soon
- Romanicci's has a "coming soon sign" – have not received their sign permit yet
- Still one vacancy left
- Staff has been working with the developer on how to alleviate the traffic/parking issues on site. There is some interest in one of the parcels next to Madison Village and also interest in renting parking space for employees nearby where there is a daycare. A **Parking Regulation Amendment is in the works regarding use and square footage.**

Mr. Librandi reiterated that parking regulations are based on the *International Traffic Engineers Handbook's* suggestions.

Mark Smith then questioned the possibility of utilizing the front grassy area near Chips on Route 111 for additional parking. Mr. Librandi noted that this is State property and not available to the Town. He then suggested the option that The Edge possibly stagger their classes to avoid overlap at certain times of the day which is currently being implemented in Greenwich. He advised that he is consulting with the Chairman of P&Z and the town attorney for a final work session for parking. This will be presented at the next P&Z meeting on March 16th and he invited the Commission to attend. The emphasis will be on retail and restaurant parking.

Village at Long Hill Green (10 Broadway)

- Construction is still active on site – siding has been on done on the first floor
- They are working with staff to develop a unified signage plan to submit to P&Z
- Mex On Main should be opening soon Monday – March 7th

814 White Plains Rd. Frazao Insurance Company

- Planning & Zoning approval at February meeting
- There are 7 employees Hours: 9am – 5pm Monday through Friday
- 12 space parking lot addition in the rear

Greater Bridgeport Board of Realtors (White Plains Rd)

- They are in the final stages of receiving their full C/O
- Bonds were posted for landscaping and public improvement

Planning and Zoning Commission Special Meeting

- Regulations amendment discussion
Parking for gyms, retail and restaurants
Height of Buildings in all industrial zones (120 feet for office use only) to push for more Economic Development

Bridgeport Hospital Radiology Center

- Should be receiving their C/O soon
- Submitted application to P&Z for signage which will be ready in March – low lite signage

New Director

Candidate interviews were conducted – recommended 3 for consideration

Business Cards

Business cards are being ordered for the Commissioners to distribute to local businesses when they visit them.

Strategic Initiatives

The following Commissioners have volunteered to lead memberships:

1. **Website & Video Overhaul** (Ralph Sather, Rob Librandi)
2. **Develop A Comprehensive Outreach Program** (Ralph Sather & Mark Librandi)
3. **Resident Education** – (Beryl Kaufman)
4. **SCOOP Luncheon** – (Evelyn Zamy& Beryl Kaufman)
5. **Support the Modernization of Trumbull's Commercial Buildings** – (unassigned)
6. **Evaluate, Enhance & Maintain Our Business Communication Data Base** – (Jackie Galiani)
7. **Promote Trumbull Locally, Regionally and Nationally** – (Mark Smith)
8. **Update, Upgrade and Insure Communications Consistency** – (Ralph Sather, Economic & Community Development Director)

Electronic Newsletter

Beryl Kaufman will coordinate topics with the new Economic & Community Development Director

The next meeting will be on April 6th and Chairman Sather will be out of town. Evelyn Zamy will be acting in his absence. There being no further business, Chairman Sather requested a motion to adjourn at 8:40 p.m., seconded by Jackie Galiani and voted in favor unanimously by the Commission.

Respectfully submitted,

Gail Andreyka
Clerk