

**Town of Trumbull  
Economic and Community Development Commission  
Meeting Minutes  
August 3, 2016**

**Chairman:** Ralph Sather

**Present:** Commissioners Jackie Galiani, Tom Ginis, Mark Smith, Evelyn Zamary

**Director of Economic and Community Development:** Rina Bakalar

Chairman Sather called the meeting to order at 7:18 p.m. and minutes were reviewed and approved.

**Director's Report**

Rina Bakalar provided an update on the improvements to the Trumbull Corporate Park one-mile entrance gateway. She noted the tree work is completed on the left side as you enter the Park. Work to remove brush on the side abutting Rt. 8 will start in August by UI. The chain link fence will be replaced and repositioned in some areas to provide for more consistent mowing. Fence replacement is currently out to bid. Work will be coordinated with UI. Four tenants have emailed noting their satisfaction that work is underway. Work is intended to improve electrical reliability and begin aesthetic improvements. Ms. Bakalar discussed damage to one sign due to a recent outage that snapped an electrical line causing something to hit the sign and create damage. She noted she was getting approval from some businesses to put their names on the blank sign as well. She referred Commissioners to her email for additional details.

Ms. Bakalar provided an update on web page improvements loaded that day. She thanked Ethan Friedson, her summer intern, for helping to gather updated information. All business resource pages have been updated and reformatted. Many of the links were out of date or broken. The video of the recent Business Resource Event prepared by Donna from the community access television station has been loaded to the resource page. Ms. Bakalar noted how helpful Donna and Patti Zablocky have been with the website and beyond.

Ms. Bakalar mentioned the newsletter had gone out and good feedback was received. She mentioned the format and distribution will be refined in the coming year. The next edition would go out in the end of September.

Ms. Bakalar provided an update on business openings including Layla's Falafel and Asian Bistro. She noted they were having soft openings for now and would do ribbon cuttings next month. Ms. Bakalar noted the eminent closing of Broadway scheduled for August 8<sup>th</sup>. She reminded the Commission that the road closure was approved in 2010. She confirmed there were traffic studies conducted. One in 2009 and one in February 2015.

Further, Ms. Bakalar provided updates on the high level of inquiries regarding several vacant properties. She also circulated an article highlighting research on millennials and what they will be seeking in modern suburban communities.

Ralph Sather commented on the success of the Business Resource Event held on July 20<sup>th</sup>. He stressed the pro-active nature of the event and underscored how the event was in keeping with the Commission's tagline of "Trumbull working for you".

### **October Business Appreciation Event**

Commissioner Evelyn Zmary confirmed the date of October 20<sup>th</sup> for this year's appreciation breakfast. Commission members provided some background on the purpose of the event and format in years past for the benefit of Ms. Bakalar. Mr. Sather will follow up with Ms. Bakalar to discuss a guest speaker. An electronic save-the-date will be issued next week.

### **Business Resource Event Re-cap**

Ralph Sather again thanked everyone for a successful event. Rina Bakalar reported follow up from several businesses already pursuing resources from the event. The event will be tweaked and offered in some form each year.

### **Plans to Fill Commission Vacancies**

Ms. Bakalar discussed resumes that have been submitted for consideration to fill vacancies. She was not familiar with two of the candidates at all and only briefly familiar with the candidate who was a presenter at the Business Resource Event for the Woman's Business Development Center and one gentleman who came in to offer ideas to the Town after reading the article in the CT Post about Trumbull Center. Four resumes are currently under consideration. She asked that any additional resumes be sent over asap by early next week so interviews could be scheduled. Commissioner Smith has two individuals he was thinking of getting resumes for and Commissioner Ginis has someone in mind. They promised to get resumes to Ms. Bakalar if the folks wanted to be considered. Mr. Sather explained the process for Ms. Bakalar's benefit. He explained the Commission helps to gather resumes and then interviews are set with the Chief of Staff and First Selectman. All interested candidates must be registered to vote in Trumbull to be considered. Commissioner Galiani wanted to know if new appointees could be on by the September meeting. Ms. Bakalar said she was following up to try to make that happen but it would depend on the ability to get candidates in for interviews given vacation schedules.

### **Opportunity for Community Input**

There was no member of the public in attendance.

The meeting was adjourned at 8:40 p.m.