

**Town of Trumbull
Economic and Community Development Commission
Meeting Minutes
November 1, 2016
Trumbull Town Hall**

Chairman: Ralph Sather

Present: Commissioners Jackie Galiani, Evelyn Zamar, Michael Iaccarino, Christopher Loram, Tom Ginis

Director of Economic & Community Development: Rina Bakalar

Chairman Sather called the meeting to order at 7:17 p.m. and made a motion to approve the October 4th meeting minutes. Ms. Zamar accepted the motion, seconded by Ms. Galiani and unanimously approved by the Commission.

Recap of Business Appreciation Breakfast – Trumbull Marriott

Chairman Sather announced that the Business Appreciation Breakfast was the most successful to date, with attendance being at an all-time high. Ms. Bakalar noted that Don Eng of the Trumbull Times will be featuring the event this coming week and it will also be rerun on public TV. Commission members were in agreement that the breakfast will now be a Fall event.

2017 Election of Officers – December Meeting

Officers (Chairman, Vice-Chairman & Secretary) will be elected at the December meeting.

2017 Goal Setting Process

Chairman Sather distributed the 2016 ECDC list of strategic initiatives and advised they will be reviewed at the next meeting. He also requested the Commissioners offer both individual and collective objectives for the New Year pending Ms. Bakalar's approval. Ms. Bakalar noted the guiding document for suggestions should align with the Plan of Conservation & Development. She reported that she is working on the video overhaul, developed an outline and will be hiring a new videographer.

Director's Report

Long Hill Green Grant

A \$475,000 grant was funded for improvements to the Long Hill Green and we are awaiting the contract from the state. A meeting will be held at Layla's to solicit input from Long Hill Green business owners and the 8 apartment tenants. Ms. Bakalar extended an invitation to the Commission and advised she is requesting \$30,000 from the capital budget for additional master planning. Refinements for the Long Hill Green will include a patio, a simplification of the area with increased green space, removing the gazebo, and grassing of the closed road area. The new dental development has offered to contribute to the improvements and will tie their landscape design to that of Long Hill Green so it appears more cohesive. In the capital request, Ms. Bakalar noted she is also requesting \$12,000 for a formal utility study and

advised that the grant will enable the sidewalk on Whitney to be extended to the corner of Dunellen. She indicated that the next phase is to extend the sidewalk, come down Dunellen about 50 feet and cut back to the trail. The plan supports the POCD which promotes connection of all our commerce areas to the trail system.

Ms. Bakalar announced that Tighe & Bond is conducting a traffic study before any improvements to the intersection can be made. Her last capital request is for \$250,000 (\$125,000 per year for 2 yrs. = \$250,000) to conduct a boulevard study for Trumbull Center for the capital plan.

Tap Grant – Trail Enhancements

Ms. Bakalar filed a preliminary grant application with METROCOG for approximately \$900,000 to be considered as a target project to cut a trailhead on the newly acquired properties on Church Hill Road. It would encompass the new trailhead and include sidewalk connections to municipal and commercial campuses. There will be two rest areas and the sidewalk will head down to the Pequonnock Trail. Ms. Bakalar noted the grant is competitive and is due to COMDOT by Dec. 30th.

DEEP Grant – Trail Enhancements

Ms. Bakalar applied for a \$350,000 DEEP grant, a competitive funding source for trails. The project will encompass incorporating the established commuter lot next to Christian Heritage for use as a trail head lot. There is currently a cross walk and a traffic light which will feature signage and connect the trailhead down to the Veteran's Memorial. The application is due December 15th.

November 17th Event – CERC

Ms. Bakalar noted that an email invitation was sent to the Boards and Commissions. The First Selectman and key staff will also attend and there will be TV coverage. She noted she will be meeting with CERC to discuss presentation/content.

Corporate Park Improvements

Tree removal on west side of the corridor to the park was completed by UI to avoid electrical reliability issues. The town trimmed the east side and this area will grubbed (ground cleaned), raked, stumped, top soiled, hydro-seeded and a new black vinyl fence will be installed. Moderately size trees will be planted and the grass will now be mowed on a regular schedule.

Ms. Bakalar also advised that Sun Products will be staying and adding jobs in Trumbull. Unilever may be giving up the lease space but their R&D will remain.

Hawley Lane

Ms. Bakalar advised that Best Buy has renewed their lease for 5 more years. She reported that all of the exterior space is leased, and there is the possibility Five Below may be coming. Plans for future tenants may include interior space being rented for medical and office usage.

Discussion of Electronic Newsletter

The December Edition of the Electronic Newsletter go out before the holidays and will feature the award winners and Hawley Lane.

Adjournment

There being no further business or community input, Chairman Sather requested a motion to adjourn at 8:45 p.m., accepted by Mr. Ginis, seconded by Mr. Looram and voted in favor unanimously by the Commission. The next meeting planned for Tuesday, December 6th may be rescheduled, Chairman Sather to advise.

Respectfully submitted,

Gail Andreyka
Clerk