



**Town of Trumbull
Economic Development Commission Meeting Minutes**

Long Hill Room
5866 Main Street
Trumbull, CT 06611
Thursday, January 15, 2009
7:15 p.m.

AGENDA

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| 1. | Approval of December Meeting Minutes | Bob Matthews |
| 2. | Director's Report | Deborah Evans Cox |
| 3. | Business Advisory Committee | Bob Matthews |
| 4. | Development Projects Update | Deborah Cox |
| 5. | Trumbull Center | Bob Matthews/ Deborah Cox |
| 6. | New Business | All |

CALL TO ORDER: The meeting of the Town of Trumbull Economic Development Commission was called to order at 07:20 p.m. by Chairperson Bob Matthews.

IN ATTENDANCE: In attendance were the following Commissioners:

Patricia Connelly	Tom Ginis	Beryl Kaufman
John Malfettone	Bob Matthews	Karl Mizak

and Deborah Cox, Director of Economic Development

Absent: Jim Abraham, Martin Arnold, and Susan Kohn

MEETING MINUTES:

1. Approval of December 18, 2008 Meeting Minutes

Two corrections were made to the December meeting minutes:

1) The budget accepted was \$100,300, and 2) The launch for the Business & Career Resource Center is being held on January 29, not January 27.

A **motion** was made to approve the December 18, 2008 meeting minutes with the above modifications were made by Commissioner Connelly, and seconded by Commissioner Kaufman.

VOTE: A vote to approve the December 18, 2008 meeting minutes as modified was passed unanimously.

2. Director's Report

Director Cox provided highlights and discussion of the past month's activities. (The director's full report is attached).

3. Business Advisory Committee.

Chairman Matthews presented an updated of the Business Advisory Counsel. Some companies have been identified as potential representatives. The Business Advisory Counsel Committee expect to finalize the model for the counsel this month, and recruitment of the BAC will then begin.

3. 2009 Proposed Budget

The EDC's proposed budget has been submitted. Chairman Matthews will meet with First Selectman Baldwin to go over the line items, including the background material supporting the proposed fulltime Director position.

4. Development Projects Update

Ms. Cox discussed the status of previously approved projects:

- Steel framing has gone up for the CooperSurgical building, and the company expects completion around late spring.
- Hyatt Extended Stay Hotel has requested a permit to begin clearing the land for a foundation.
- Home Depot appears to be going forward, with no news to the contrary.
- Delays continue for the project on the corner of Route 111 and Trefoil Lane, and on Park Avenue, as they await State Traffic Control and financing.
- The Sentinell Data Centers expansion plan in the Trumbull Corporate Park is currently on hold.
- Had ongoing discussions with Reservoir Avenue property owners, as well as a couple of prospects. There is nothing concrete to report at this time.

5. Trumbull Center

The closing of the Bar and Grille on January 3 have led to numerous conversations between some of the Trumbull Center Partners and the First Selectman, Bob Matthews, and Deborah. The Center partners are interested in filling the space, although there are some differences in strategies. In addition, the pending Supreme Court Hearing of the estate settlement (scheduled for February) presents a complication in this matter. Meanwhile, numerous restaurants have expressed interested in the space, and therefore, options are being explored. The First Selectman and Economic Development have strongly encouraged an expedient resolution to this, and other vacancies in the Center.

6. New Business

- Chairman Matthews discussed the questions raised to Director Cox regarding the publicized discussions between Bridgeport, Trumbull, and Monroe regarding expanding sewers into Monroe so that they can expand their commercial development, initially by moving the Jewish Home for the Ederly from Fairfield to Monroe. Paul Kallemeyer raised questions regarding the potential impact to Trumbull's commercial base and tax revenues. Potentially, Trumbull will realize financial gain through revenue sharing and relief of expenses incurred under existing WPCA agreements. Discussions between the three towns are continuing and no agreement has been finalized.
- Chairman Matthews indicated that he would like to have the 2009 goals for the EDC ready for review and approval for the Feb. meeting. He will forward a set of draft objectives to all commissioners by month end so that they may review and make suggestions back to him prior to the meeting

The meeting was adjourned at 9:20.

Next Meeting: February 12, 2009

Respectfully Submitted By,

Deborah Evans Cox

Director, Economic Development

Attachment: Director's Report

Town of Trumbull
Economic Development
January 15, 2009 Report

Director's Report

Recruitment Activities

- Continued discussions with the First Selectman and the property owner on the corner of Reservoir Avenue regarding his direction. The economy and issues with financing has caused the owner to reconsider the original mixed use design, and may want to begin with a residential component of the project. This may be a cause for concern, and will require further exploration. We have requested that the property owner present a proposed design to the EDC.
- Responded to brokers, developers, and prospects regarding interests in land we have advertised: liquor store, restaurants, entertainment facilities, energy company, hair salon.
- Explored options for pet grooming/kennel facility that needs to relocate. Provided referral to a broker who had a possible listing that would suit the need.
- New businesses:
 - New tax company going into 6515 Main Street
 - Two businesses continue to be negotiating contracts with Trumbull property owners: one for approximately 80,000 s/f, and the other for approximately 45,000 s/f.
- Met with property owner for Spring Hill property. He is interested in developing a 16,000 s/f commercial building. I will help him market the building through CoStar and CERC, and mailings.

Retention & Expansion Activities

- As of January 3, 2009, the Grille & Bar has sadly closed its doors in Trumbull after 20 years. We are currently working with the Trumbull Center partners to discuss options for this space, and vacancies in the Center, and we have urged them to move ahead quickly. We have also talked directly with prospects in order to facilitate the process.
- Westfield reports that the holiday season was strong at the mall. Nevertheless, it is expected, as in past years, that some retail stores, such as Kaybee, will be leaving, or downsizing. Some loss is due to the economic challenges that retail is currently facing nationally, and other losses are expected as they only had temporary leases for seasonal purposes, or as a way of testing their viability.
- Continued preparing for the implementation of the Trumbull Business and Career Resources Center. Invitations have gone out, the Library has organized their materials, set up signs and kiosks, and Economic Development is assembling a special website to accommodate the links. Economic Development has also coordinated resources with SCORE, the Department of Labor, Department of Economic and Community Development, CERC, CONNSTEP, Connecticut Development Authority, and numerous other agencies. The launch of the Center is planned for January 29.
- Sent hand-written Holiday Cards to larger Trumbull Business Owners

Marketing/PR

- Designed ad for December issue of Fairfield County Business Journal
- Wrote and submitted article and an ad in New England Real Estate Journal
- Responded to press regarding Trumbull Center
- Negotiated online ad for New England Real Estate Journal

Community & Business Development Activities and Projects:

- Beautification and Revitalization:
 - Received comments from the DECD regarding our Trumbull Center Streetscape Project Bid Package. They have asked for some minor modifications before going out for bid. RFP will go out in February.
- Facilitated meetings for Community Conversations which will host a public forum for 100 invited guests from Trumbull's businesses, residential, student, parental, and educational communities to discuss the question, "How can Trumbull ensure its students are prepared for the 21st century?" Ten businesses have been identified to participate.

Respectfully Submitted By,

Deborah Evans Cox
Director, Economic Development