



**Town of Trumbull
Economic Development Commission Meeting**

Helen Plumb Building
Trumbull, CT 06611
Thursday, February 21, 2008
7:15 p.m.

AGENDA

- | | | |
|----|--|-----------------|
| 1. | Review and Approval of January Meeting Minutes | K. Mizak |
| 2. | Director's Report | D. Cox |
| 3. | Update on P&Z Regulations | K. Mizak/D. Cox |
| 4. | Update on Econ. Dev. Plan | D. Cox |
| 5. | New Business | All |

CALL TO ORDER: The meeting of the Town of Trumbull Economic Development Commission was called to order at 07:34 p.m. by Vice-Chairperson Karl Mizak.

IN ATTENDANCE: In attendance were the following Commissioners:

Jim Abraham	Martin Arnold	Bob Matthews
Karl Mizak	Beryl Kaufman	Susan Kohn

Deborah Cox, Director of Economic Development

Absent: Barry Diamond

MEETING MINUTES:

1. Approval of January 17, 2008 Meeting Minutes.

A **motion** was made to approve the January 17, 2008 meeting minutes by Jim Abraham, and seconded by Beryl Kaufman.

VOTE: A vote to approve the January 17, 2008 meeting minutes was passed unanimously.

2. Director's Report

The Director's Report from Deborah Evans Cox is attached. Of particular note were:

- An application for the building expansion of a 122,000 s/f building for Sentinel Properties will be coming this month to ZBA.
- A landscape design plan has been donated by SITESCAPES of Milford for the .

3. Next Steps for the Planning and Zoning Regulations:

EDC members attended the February 4th hearing and submitted final recommendation on the most recent draft of the P&Z regulations. P&Z will collect and review all recommendations and begin their final set of meetings in March. P&Z hopes to finalize their regulations in May.

4. Economic Development Plan:

The Plan has been completed. A copy has been sent to the Finance Board and the Town Council.

5. New Business:

A budget meeting with the Finance Board has been set. Karl Mizak, Jim Abraham, and Deborah Cox will attend the meeting to provide background and support for the budget.

The meeting was adjourned at 9:12 p.m.

Next Meeting: February 21, 2008

Respectfully submitted by,

Deborah Evans Cox
Director

2008 Meeting Dates:

01 – 17	02 – 21	03 – 20	04 – 17
05 – 15	06 – 19	07 – 17	08 – 21
09 – 18	10 – 16	11 – 20	12 – 18



Town of Trumbull
Economic Development
February, 2008 Report

Director's Report

Recruitment Efforts

- Zone changes to permit extended stay hotel in Zone I-L3:
Prepared for and attended P&Z meeting regarding Zone Change Application. The application was accepted with the exception of the 50 or 75 foot setback from a residential property. A new strategy will need to be adopted.
- Working with a company in Fairfield County to try to find appropriate +-15,000 s/f . There are very specific parameters, and one building in particular seems to be appropriate for size.
- Waiting to hear whether a Fairfield County company will take 5,000 s/f in Trumbull or Monroe.

Retention & Expansion Efforts

- Met with Westfield regarding monthly status update. They are still awaiting approvals
- Sentinel Properties coming in with an expansion to their building

Marketing/PR

- Interviewed for article on Trumbull Center
- Interviewed for article on Grand List
- Agreed to be in Fairfield County Book of Lists

Revitalization and Beautification Projects:

- Beautification:
Oce Imagistics may be adopting the White Plains/Daniels Farm island, depending on costs estimated by their landscape designer. I have obtained agreement from Public Works to fix and maintain the asphalt frame so that Oce will not have to endure that responsibility. Dmitri Paris has also assisted in advising us on this project.

Westfield will adopt four islands on Main Street near the Merritt.

Trumbull Community Women and Beautification Committee are conducting "Tidy Up Trumbull Week" during the week of April. They would like to get the business community involved as well, so we will contact appropriate business organizations (eg., TCC) to become involved.

- Corporate Park IL-3 Zone:
Met with Warren Jacques, the Town Tree Warden, and Dennis Laferriere, Landscape Designer in Milford, to help produce a sketch and some estimates for enhancing the landscaping and signage for the entranceway leading into the Corporate Park. The area is almost a mile of roadway, and the costs will be substantial. We will use their estimates in order to apply for a STEAP grant before the end of February.

- Trumbull Town Center
 - Provided responses to the Trumbull Times for story regarding the Trumbull Center.
 - Met with Sal Dinardo and Ray Baldwin to discuss concerns and ideas regarding the Center. This was a good start. More conversations are expected in the future.

Regional Economic Development

- Attended the One Coast Regional CEDs Council. A CEDs Strategic Plan is due in October for the One Coast Region, and each of the towns are to participate monthly and provide input and public awareness.

Planning & Zoning Regs

- Sent notices to land developers and owners regarding availability of P&Z regulations.
- Conducted comprehensive review and analysis of current draft of regulations. Provided EDC with update of original recommendations. Provided EDC and P&Z additional recommendations for changes to regs based on review of draft and research into newer areas (mixed use and height changes).

Economic Development Plan

- Finalized Draft of Plan, and will distribute this week.

Other

- Began planning for BEI conference
- Attended First Selectman's Budget Meeting to explain line items and provide salary comparison data.
- Met with Tim Dolan of Energy Meeting to discuss ways in which Trumbull can better serve the businesses and residential community with regard to energy conservation. Website enhancements will be made in the near future.
- Connected the Library and Performing Arts Center with the Town Webmaster so that public events can be announced on the website. This is a good public service to the town.

Respectfully Submitted By,

Deborah Evans Cox
Director, Economic Development