



**Town of Trumbull  
Economic Development Commission Meeting**

Long Hill Room  
5866 Main Street  
Trumbull, CT 06611  
Thursday, March 20, 2008  
7:15 p.m.

**AGENDA**

- |    |   |          |
|----|---|----------|
| 1. | Review and Approval of February Meeting Minutes | K. Mizak |
| 2. | Director's Report                               | D. Cox   |
| 3. | Update on P&Z                                   | D. Cox   |
| 4. | Update on Budget                                | K. Mizak |
| 5. | Spring Breakfast                                | D. Cox   |
| 6. | New Business                                    |          |

**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. There was no quorum.

**IN ATTENDANCE:** In attendance were the following Commissioners:

Jim Abraham          Karl Mizak          Beryl Kaufman          Susan Kohn

Deborah Cox, Director of Economic Development

**Absent:** Martin Arnold, Barry Diamond, Bob Matthews,

**MEETING MINUTES:**

**1. Approval of February 17, 2008 Meeting Minutes.**

Meeting minutes were not approved due to lack of quorum.

**2. Director's Report**

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

- Two STEAP grants were submitted to OPM:
  - 1) Streetscaping for Trumbull Center
  - 2) Landscape improvements for Trumbull Corporate Park

- Sentinell Data received approval for expansion in the Corporate Park. This will bring in over \$1 million in tax revenue. Ms. Cox provided support at both the ZBA and P&Z Hearings for this application

3. **Update on P&Z:**

Economic Development continues to work with P&Z and make recommendations that will provide greater flexibility and optimization of land in the commercial areas. Results will be provided next month to reflect significant upcoming meetings that deal with mixed use, village districts, and design districts.

4. **Budget:**

The Finance Board denied the request for a full-time Economic Development Director Position, Karl Mizak and Bob Matthews will go before the Finance Committee of the Town Council to provide more information regarding the criticality of this position, as well as to attempt to reinstate funding that was cut for memberships in economic development associations. Some of these associations provide avenues for advertising and making critical contacts.

5. **Spring Breakfast:**

A spring breakfast will be scheduled for the June timeframe for large businesses in Trumbull.

6. **New business:**

No new business reported.

Respectfully submitted,

Deborah Evans Cox



Town of Trumbull  
Economic Development  
March, 2008 Report

**Director's Report**

**Recruitment Efforts**

- Continuing to work with a company in Fairfield County to try to find appropriate +/-15,000 s/f.
- Spoke with national commercial broker about three large needs. At the moment, we don't seem to have space to suit their needs.
- Sent package to company who may have future need, according to one of our Town Council members
- Made contact with an organization in the film industry after receiving a lead that they may have interest
- Waiting to hear whether a Fairfield County company will take 5,000 s/f in Trumbull. There were some contract issues with the lease.

**Retention & Expansion Efforts**

- Met with Westfield regarding monthly status update. They are still awaiting approvals
- Supported expansion efforts for Sentinel Properties for a 122,000 square foot building which would bring well **over \$1 million in taxes**. Wrote letters to ZBA and P&Z and I spoke at both hearings in support of the application.
- Supported Permitted Use Variance Application for Performing Arts Center. Application approved.

**Marketing/PR**

- Added our name to an Economic Dev. website to gain more exposure. The City of Hartford claims to get hundreds of inquiries from this website.
- Continued to update Available Properties List on Town Website

**Revitalization and Beautification Projects:**

- Beautification:

- Oce Imagistics submitted their preliminary design for a beautification island. there are some issues with the hardscape aspects so I have asked their landscape designer to modify the plans
- The Marriott has followed up on a suggestion I made for them to adopt an area for beautification. I will coordinate with the Beautification Committee.
- Trumbull Town Center:
  - Property owner's architect is working on some designs for the center. I have talked to their architect regarding the EDC's thoughts for the style – New England upscale.
  - The property owner's landscape designer is working on some landscape design for the center. I had spoken to him several months ago, and again this month.
  - Applied for state grant application for brick sidewalks, decorative lights, benches, and a fence around the cemetery on the areas owned by the state and town. Also contacted state representatives and senator to discuss the Econ. Dev. vision of the center and the indicated interests of the residents to revitalize the center when surveyed last year.
  - Will be meeting with property owner to explore ideas for buildings and commercial stores later in the month.
- Submitted two grant applications to the state and contacted state reps and senator to discuss need and request support. All seemed very supportive.

### **Regional Economic Development**

- Attended the One Coast Regional CEDs Council.
- Attended BRBC Regional Economic Development Task Force to discuss marketing the region, as a region.

### **Planning & Zoning Regs**

- Reviewed notes provided by the P&Z Consultant, Attorney Mark Branse, who consolidated the input provided by numerous sources on the draft of the regulations.
- Will be providing additional corrections regarding the input the EDC submitted to P&Z. The next meeting on the regulations will be March 26.

### **Economic Development Plan**

Distributed Plan to Finance Board, Town Council, and P&Z.

### **2009 Budget:**

- Karl Mizak, Jim Abraham and I presented the proposed budget to the Finance Board. The Board removed all Memberships/Conferences and denied the request for a full time Economic Development Director. However, they did add \$3,000 to our programs budget presumably for marketing.

**Other**

- Planning for BEI conference
- Working on effort to get Cablevision's TV12 News included in Charter's offerings
- Attempted to recruit businesses for Jr. Achievement program
- Met with Regional Planning Association to discuss trends and reasons to reconsider higher density for mixed use and around transportation areas
- Attended Workshop in Density and Mixed Use in an effort to understand how other towns around the country have made appropriate use of the opportunities and handled the issues.

Respectfully Submitted By,

Deborah Evans Cox  
Director, Economic Development