



**Town of Trumbull  
Economic Development Commission Meeting**

Long Hill Room  
5866 Main Street  
Trumbull, CT 06611  
Thursday, April 17, 2008  
7:15 p.m.

**AGENDA**

- |    |   |                      |
|----|---|----------------------|
| 1. | Review and Approval of February Meeting Minutes<br>(due to lack of quorum in March Meeting) | B. Matthews          |
| 2. | EDC Membership  | B. Matthews          |
| 3. | Director's Report   | D. Cox               |
| 4. | Update on P&Z   | B. Matthews/D. Cox   |
| 5. | Update on Budget  | B. Matthews/K. Mizak |
| 6. | Spring Breakfast  | D. Cox               |
| 7. | New Business  |                      |

**CALL TO ORDER:** The meeting of the Town of Trumbull Economic Development Commission was called to order at 07:21 p.m. by Chairperson Bob Matthews.

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

Jim Abraham	Martin Arnold	Barry Diamond	Beryl Kaufman
Susan Kohn	John Malfettone	Bob Matthews	Karl Mizak

and Deborah Cox, Director of Economic Development

**Absent:** none

**MEETING MINUTES:**

**1. Approval of March, 2008 Meeting Minutes.**

A **motion** was made to approve the February 20, 2008 meeting minutes by Jim Abraham, and seconded by Beryl Kaufman.

**VOTE:** A vote to approve the February 20, 2008 meeting minutes was passed unanimously.

## 2. **EDC Membership**

Chairman Matthews welcomed Mr. John Malfettone as a new EDC Commissioner. Commissioner Arnold will write a press release to announce Mr. Malfettone and Director Cox will submit it to Trumbull Times. Chairman Matthews also invited members of the commission to submit additional names for consideration for appointment to the EDC.

## 3. **Director's Report**

The Director's Report from Deborah Evans Cox is attached. Highlights are as follows:

- The Steap Grant for streetscape at Trumbull Center has been accepted.
- The Steap Grant for the upgrading the streetscape and Trumbull Corporate Park was denied.
- Supported a commercial application which would replace Naylor's Garage with a small and upscale commercial usage. However, ZBA denied the application.
- Cadbury and Nasdaq are schedule to be leaving Trumbull in the upcoming months.
- The Director was involved in a variety of recruitment efforts.

## 4. **Update on P&Z:**

Significant changes to the zoning regs have been influenced by Economic Development (see Director's Report). Enhancements that are to be discussed next month are:

- o Mixed Use (D. Cox will present information on Mixed Use to P&Z)
- o Design Districts
- o Compatible Alternate Use
- o Shopping center zone
- o waivers and variances (currently the regulations are inflexible)

A joint meeting between P&Z and the EDC is scheduled for May 8 at Helen Plumb, starting at 6:00.

## 5. **Budget:**

The Economic Development Commissioners expressed dissatisfaction with the Finance Board's and the Finance Committee of the Town Council's decision not to make the Director's position a full-time position. Chairman Matthews will send a letter to Town Council to state the EDC's rationale as to why the position should be full-time. EDC members are asked to contact Town Council members to try to influence a change in the final decision. If the Town Council denies the full-time position, the EDC will explore alternative sources of funding.

## 6. **Spring Breakfast:**

A spring breakfast will be scheduled for the June timeframe for large businesses in Trumbull. Commissioner Malfettone will explore speakers.

## 7. **New business:**

No new business reported.

Meeting Adjourned at 9:06 p.m.

Respectfully submitted by,

Deborah Evans Cox  
Director

**2008 Meeting Dates:**

**01 – 17**  
**05 – 15**  
**09 – 18**

**02 – 21**  
**06 – 19**  
**10 – 16**

**03 – 20**  
**07 – 17**  
**11 – 20**

**04 – 17**  
**08 – 21**  
**12 – 18**



Town of Trumbull  
Economic Development  
April, 2008 Report

**Director's Report**

**Recruitment Efforts**

- SFA moved into 5,000 s/f at 55 Corporate Drive. They made initial contact with us at Town Hall.
- Continuing to work with a company in Fairfield County to try to find appropriate +/-15,000 s/f. The company's search has been slowed due to the fact that their buyer of the existing building may be backing out.
- Met with national commercial broker to go over Trumbull's vacancies. Also attended their quarterly breakfast for networking purposes. Their national economist gave a presentation which highlighted the current slow-down in the commercial market.
- Met with a Monroe business who is looking for a 40,000 – 50,000 building for industrial purposes. Leasing is a slight possibility.
- Met with United Staging regarding the film and performing arts industry. They have some great contacts that they are willing to help us with for recruiting the film industry.
- Took movie scout around to look at office buildings for upcoming film shoot. It does not look like they will select Trumbull as a location for this film.
- Supported a proposed Use Variance for a retail application to replace Naylor's Garage. However, ZBA denied the approval.
- Met with a Trumbull Bio-scientist to discuss possible interest in incubator space. Currently, there is no interest, but he is an excellent resource and connection in this arena.
- Facilitated a meeting with the First Selectman, neighbors, and the property owner of the extended stay hotel that is being proposed for the Corporate Park. This is in preparation of an anticipated application to Planning & Zoning.

**Retention & Expansion Efforts**

- Met with Westfield regarding monthly status update. They are still awaiting approvals
- Working with an existing company in the corporate park who is considering expanding their usage and bringing employees from other locations to Trumbull. This is currently in the preliminary stages.
- Nasdaq is moving to a Shelton location in June, despite efforts to retain them.
- Cadbury Schweppes is expected to move to Texas in June or July.
- Rumors of some consolidations and business attrition are being explored.

- Trumbull Center has lost additional tenants. Some have moved, some went out of business. We have discussed this with the building owners. No immediate solution. Happy House has changed its name to Asian Gardens.
- Met with Westfield regarding expansion efforts and Target. Target is ahead of schedule. They will open October 12, but they are almost ready to start bringing in merchandise. Westfield continues to work on their refurbishing and expansion plans. This will be a significantly large and exciting investment, so the plans are being carefully fine-tuned before their corporate office signs off. We expect this could help put Trumbull on the map and bring in significant tax dollars.
- Construction for CooperSurgical is continuing.
- Construction for the condos on 111 has begun.
- Marissa's patio is finished. The P&Z approval process for the new office building has not finalized.

### **Marketing/PR**

- Wrote a press release and interviewed with Trumbull Times for article regarding Trumbull Center grant.
- Distributed Press Release for CES

### **Revitalization and Beautification Projects:**

- Beautification:
  - Still working with Oce Imagistics to help them with the island adoption
  - Met with Beautification regarding possible locations for an island for the Marriott to adopt.
  - Worked with Senator Russo, Representatives T.R. Rowe, and Tom Christiano on pushing forward two STEAP grants – Trumbull Center and entrance to the Corporate Park.
  - Grants: \$150,000 grant for Trumbull Center was approved by OPM.  
\$175,000 grant for Trumbull Corporate Park as denied by OPM.
  - Distributed notice regarding Tidy Up Trumbull Day to area businesses
- Trumbull Town Center:
  - Met with one of the property owners (at his suggestion) to discuss ways in which we can collaborate efforts. Their landscaper will be looking at possible designs that will incorporate the Trumbull and state owned property (which the grant will be used on), and some of the privately owned property (which no town money or grant money will be used). The town engineer will also be involved in the project and help with state approvals on usage of electricity, sidewalk and pedestrian walkway requirements.
  - The Town Center continues to empty out. Salon D has left recently, and others are rumored to leave. I am working with the owners to try to solicit new business.
  - Spoke with some of the tenants at Town Center to discuss their concerns. Poricelli's is interested holding community events at their location to create more energy and business in the center. Ronald McDonald House may be interested in holding an event there.

## Regional Economic Development

- Attended the monthly One Coast Regional CEDs Council Steering Committee meeting and a focus group to provide input into the CEDS Economic Development Plan.
- Attended BRBC Regional Economic Development Task Force to discuss marketing the region, as a region.

## Planning & Zoning Regs

- Prepared for and attended two meetings for the P&Z regs. Provided input for Design Districts, Height, Mixed Use, and Village Districts.
- To Date, the results of suggestions made by or involving feedback from Economic Development are as follows:
  - **Height, Bulk, Setbacks:**
    - Raised height in IL-3 zone to 75 ft including roof mechanicals with discretionary additional setbacks. Industrial setback from street line was changed to 50 feet, but will remain at 200 ft from residential property.
    - Height is at 40 ft average, measured from first floor sill.
    - I-L zones will have a special grid for bulk requirements
    - Reduced setback requirements in IL-2 Zone from 200 to 125 ft from residential property
    - Reduced setbacks from roads in the IL zones to 50 feet
  - **Restaurants:**
    - Allowed restaurants in all IL zones.
    - Allowed restaurants in IL-3 zone and only require a 1000-foot buffer from a residential zone
    - Outdoor dining permits expanded from 1 year to 3 years
    - Removed the 1,500 feet proximity between two restaurants selling of alcoholic beverages
    - Shared cafeterias in IL zones are permitted
  - **Design Districts:**
    - Permissible size of signage for design districts has increased to 3 sq ft
    - Expanded some of the permitted uses, such as “professional” (from licensed professionals).
    - Eliminated limitation on number of like uses in Design District and different uses within the same building in a Design District
    - *Additional definitions for Nichols Area still needed*
    - *P&Z suggested starting with the two houses across from Main Street as the beginning of a new Design District. This does not satisfy the request for a true district*
  - **Medical Facility Utilization**
    - Eliminated restrictions on amount of medical usage within a building
    - A special zone addresses Assisted Living Facilities
  - **Architectural Review Board:**
    - An ARB will be suggested to the Town Council

- **Mixed Usage**
  - Not yet addressed
- **Village District:**
  - The Bicentennial Village District was defined by Tim Herbst. The EDC may want to consider recommending changes to the proposed placement with regard to the four houses on Church Hill Road
- Mixed Use, Design Districts, Compatible Alternate Use
- Outstanding Concerns Still To Be Addressed:
  - Mixed Use,
  - Design Districts,
  - Compatible Alternate Use
  - Shopping center zone”
  - waivers and variances (currently the regulations are inflexible)
  - Special Permitted Uses
- Meeting with P&Z and EDC
  - A tentative date is scheduled for a joint meeting for May 8 to discuss mutual interests, concerns, and ways to collaborate.

**Economic Development Plan**

- Distributed the Plan to CERC and Paul Timpanelli in concert with their regional efforts. Also gave a Plan to Senator Rob Russo.

**2009 Budget:**

- Provided data to EDC Commission in preparation for their meeting with the Town Council’s Finance Committee in support of a full-time Economic Development position. The Committee voted to keep the budget as proposed by the Finance Board (with a part-time Economic Development Director).
- **Other**
  - Planning for BEI conference – April 24
  - Participated in Junior Achievement at Madison. Also helped coordinate other participants. I will also participate at Hillcrest JA.
  - Working on effort to get Cablevision’s TV12 News included in Charter’s offerings

Respectfully Submitted By,

Deborah Evans Cox  
 Director, Economic Development