



MINUTES
TOWN OF TRUMBULL ECONOMIC DEVELOPMENT COMMISSION
Helen Plumb Building
Church Hill Road, Trumbull, CT
February 15, 2007

CALL TO ORDER: The regular meeting of the Town of Trumbull Economic Development Commission was called to order at 7:25 p.m. by Chairperson Bob Matthews.

IN ATTENDANCE: In attendance were the following:

Martin Arnold	Jim Abraham	Jeff Dorfman	Susan Kohn
Karl Mizak	Bob Matthews	Deborah Evans Cox	

ABSENT: Barry Diamond, Steve Hodson, Beryl Kaufman

AGENDA:

- | | | |
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| 1. | Approval of January Meeting Minutes | Bob Matthews |
| 2. | Chairperson's Report | Bob Matthews |
| 3. | Director's Report
- Survey
- Property Developments
- U.I. Business Exec. Meeting | Deborah Evans Cox |
| 4. | Action Items from Last Month
- Anthem follow-up | Deborah Evans Cox |
| 5. | Business Events
- May Breakfast
- Business Showcase | Deborah Evans Cox |
| 6. | Other Business | |

MEETING MINUTES:

- 1) **APPROVAL OF January 18 MINUTES:** Moved by Martin Arnold, seconded by Jeff Dorfman to accept the January 18, 2007 Meeting Minutes as presented.
VOTE: Adopted unanimously.

2) Chairman's Report:

- Bob Matthews reported that in reviewing the proposed 5520 Park Avenue development, it appears to be one that the Economic Development Commission should support. The next step is for them to go to wetlands for approval to remove a man-made pond. Afterward, they expect to submit an application with P&Z for approval. Mr. Matthews suggested that before making a formal application with P&Z, members of the Economic Development and Planning and Zoning meet with the property owner/developer for a design review. This will enable them to fine-tune their design and correct any anticipated issues in advance of the formal application.
- Bob Matthews suggested that Economic Development and Planning and Zoning jointly explore the Main Street area south of the mall for feasibility of creating a design district in that area.

APPROVAL to for EDC to collaborate with Planning and Zoning on a feasibility study for a design district on Main Street and, if the findings support such a district, produce a proposal that outlines standardizations and legal requirements for the zoning of such a district.: Moved by Jim Abraham, seconded by Jeff Dorfman.

3) Director's Report:

- Deborah Evans Cox summarized the recent survey that was conducted with town residents and businesses. The survey produced over 550 responses, and many indicated that they appreciated the opportunity to give input to the town's retail and services businesses. Once the data has been compiled, an executive summary will be accessible through the town's official website and released to the local press. In addition, Martin Arnold suggested holding a Press Conference. Ms. Cox will meet personally with the major commercial property owners in town to share pertinent detail. The intent is to try to influence the property owners marketing efforts, as well as to focus EDC's the marketing efforts. Ms. Cox will also share the results at the May Business Breakfast with local business owners.
- In alignment with a request made by Ms. Cox, United Illuminating will be conducting two meetings for CEOs of large businesses in the region to discuss the rate increase and various options that businesses have for mitigating the effects of the increase. Ms. Cox sent invitations to many of the large businesses in Trumbull. Smaller businesses are encouraged to have discussions with their landlords as well as directly with United Illuminating.
- Ms. Evans Cox reported that there is still concern regarding the potential loss of a large business in town, and she has been working with the Connecticut Department of Economic Development in efforts to incentivize the business to stay in town and in the state. This is an ongoing process, and final decisions have not been made by the company.

4) Action Items from January 18, 2007 EDC Meeting:

- Bob Matthews has obtained a name for Anthem, who has sold their property to Quinnipiac and is now leasing from the University for the next few years. A package of our marketing material will be sent to them in the event that they will be looking for new space in the future.

5) Business Events:

- Business Breakfast: The EDC Business Breakfast has been scheduled for May 1. University of Connecticut's Economics Professor, Fred Carstensen will be the guest speaker.

ACTIONS:

- Each EDC commissioner has been charged with finding one sponsor for the breakfast.
- Deborah Evans Cox will design and send out a flyer
- Deborah Evans Cox will coordinate the event, invitations, and materials

- Business Showcase: The EDC will participate for the second year in the Business Show Case that is being held on May 15, 2007 at Sacred Heart University.

ACTIONS:

- Jim Abraham to schedule the workers
- Jeff Dorfman and Karl Mizak to handle set-up and clean-up
- Deborah Cox to arrange for materials for the booth
- Deborah Cox to register for the Showcase

6) New Business: None reported

Next Meeting Date: Thursday, March 15, 2007 at 7:15 p.m. at Town Hall. Beryl Kaufman will chair the meeting due to the anticipated absence of Bob Matthews

Meeting Adjourned at 9:35 p.m.

Respectfully submitted,
Deborah Evans Cox
Director, Economic Development