



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

Long Hill Room
5866 Main Street
Trumbull, CT 06611
October 21, 2010 7:15 pm

1. Approval of September, 2010 Meeting Minutes
2. Role of Economic Development Commissioner
3. Tax Abatement
4. Director's Report
5. Westfield's Opening & Participation
6. Elections for December
7. Next Meeting Date

Other Business

Call to Order: The meeting of the Town of Trumbull Economic Development Commission was called to order at 7:20 p.m. by Chairman Abraham.

In Attendance: The following Commissioners were in attendance:

Jim Abraham Ralph Sather Karl Mizak Patricia Connelly Beryl Kaufman

and Deborah Cox, Director of Economic Development

Absent: Tom Ginis Dave Rutigliano and Jack Berg

The meeting was opened by Chairman James Abraham at 7:20.

1. **Meeting Minutes:**

A motion to accept the meetings minutes of September 16 , 2010 was made by Commissioner Kaufman and seconded by Commissioner Mizak.

The meeting minutes of September 16, 2010 were unanimously approved.

2. Role of Economic Development Commissioner:

Chairman Abraham opened discussion about the role of the Economic Development Commissioners and the importance of involvement beyond attending meetings. Some examples of involvement included Commissioner Rather taking the lead on moving the Tax Incentive Program forward, Commissioner Connelly helping to establish the Trumbull Center Association, and Commissioner Abraham helping with the Trumbull Corporate Park Association. Additional areas for involvement include restaurant week, marketing efforts, and events. More ideas will be discussed, and commissioners were encouraged to proactively suggest areas of interest.

3. Director's Report

The Director of Economic Development provided highlights of the activities for the month. The full Director's Report is attached. Highlights included the following:

- Westfield is on target for the November 19 Grand Opening.
- Detail for the Steap Grants are being worked through.
- The Survey is expected to go out directly to individual business people (versus a mass mailing) to solicit their ideas on how we can better serve the business community.

4. Tax Incentive Program

- The first meeting of the Tax Partnership Screening Committee is scheduled for November 9th. Commissioners Sather and Abraham are assigned to that committee, and Deborah Cox will attend as an advisor.

5. Westfield's Grand Opening

- There is much construction work yet to be completed, but Westfield is still on target for the November 19 opening.

6. Elections for December:

- Chairman Abraham offered to stay on as Chairman for next year, but invited others to indicate their interest for the position, or the position of vice-chair. All suggestions should be made to Deborah Cox before the December meeting.

7. Next Meeting Date

- Westfield may be having a special neighborhood preview on November 18th, which may conflict with the scheduled EDC meeting. Deborah Cox will keep the commission apprised of whether we will need to change our standard meeting date.

Meeting Adjourned at 8:40 pm

Respectfully Submitted By:

Deborah Cox
Director, Economic Development
October 2010 Director's Report Attached

**Town of Trumbull
Economic Development
October, 2010 Report**

Director's Report

Business Recruitment:

- New Businesses this Month:
 - Teavana Ribbon Cutting (Westfield Mall)
 - Printer Source (101 Merritt Blvd)
 - TRC Global Solutions (105 Technology Drive)
 - Kumon Math (2 Corporate Drive)

- New Prospects:
 - Costume Business looking at opening up next to PACC on Reservoir Avenue. Unfortunately, there was too much retail associated with this business, so they did not open there. However, I have given them other areas to consider and they are looking to see if one of them will suit their needs.
 - Dunkin Donuts and other businesses looking at the space on Quality Street.
 - Prospective business expected to close at the shopping center across from the Town Hall

- Status of Previously Open or Pending Prospects:
 - Dead - Deli (wants to buy property – no vacant options at the moment)
 - Open - Restaurant (has a restaurant in Milford)
 - On Hold - Restaurant referral from Mario Coppolo (gave referral to Trumbull Center)
 - Oh Hold - Bob Scinto to apply to P&Z for new development (went to ZBA in August, is revising the plan before going to P&Z).
 - Open – Dentist looking for small office building to purchase (I've brought a new property to their attention)
 - Oh Hold - Physical Therapist looking at various locations in Trumbull (already a Trumbull business)
 - Restaurant (to replace Long Hill Deli) (numerous barriers due to neighborhood location)
 - Open - New building for existing data center business (also looking in other towns)
 - Dead - Restaurant (to replace Long Hill Deli) (numerous barriers due to neighborhood location)
 - Open - New building for existing data center business (also looking in other towns)

- Tax Abatement Program: A committee has been established and will be meeting for the first time on November 9.

Business Retention & Expansion

- Attended P&Z Meetings to support:

- Pre-application hearing for Dr. Patrignelli on Church Hill Road
- Attended ZBA and Wetlands to support RD Scinto for building on Quarry Road
 - Both boards approved the project.
- Facilitated meetings with Westfield regarding the expansion project and concerns with construction noise with the neighbors
- Attended the Police Commission Hearing in support of the Long Hill Green Project at Luigi's
- Facilitated clearing up some outstanding issues so that the new retail building at Marisa's can proceed
- Finalized Business Survey – to be sent out by month end

Marketing/PR

- Wrote article for New England Real Estate Journal and submitted full-page ad. Trumbull was the centerfold featured article this month.
- Created new inventory list on the Town's Website. This was a major effort. We had formerly been linking directly to CERC's real estate site and listing any missing properties that brokers were not listing themselves. However, CERC have eliminated that ability to list on behalf of a broker, so I recreated our own listing on the town's website. We now have more than 30 properties, with pictures and links to broker flyers, on the town's website.
- Continue to work with Town Website Committee for the total redesign of the Town Website.
- Sent press release regarding Teavana Ribbon Cutting. Both resulted in articles in the Trumbull Times and the CT Post.
- Utilized Social Media (Facebook and Twitter) to announce ribbon cutting and community events.
- Working on newsletter – to go out early November. Next newsletter will go out in December to capture the year end.
- Working with Westfield on the November 19 Grand Opening Events

Community Development:

- Participated in the Trumbull Chamber's Pumpkin Run Committee and Event
- **Community Grants:**
 - Received 2 STEAP Grant Award Notifications and attended workshop regarding the grants. We may have to forego the grant to enhance the Daniels Farm side of Trumbull Center because it is in the flood zone, which is not fundable by the DECD. However, we have a meeting scheduled for November 4th to discuss alternatives.

Status of Commercial Development Projects, Proposals, and Targeted Properties:

Westfield Revitalization	Work on revitalization is underway and grand opening is scheduled for November 19 th . New leases include Panera, Teavana, Sephora, Metropark, LA Fitness. More to be announced soon.
Design District	1) Dr. Patrignelli presented his project at a P&Z in the October pre-application hearing. Remarks were positive and he will proceed to meet with neighbors and go submit a P&Z Application to expand and convert the former Bank of America Building on Church Hill Road in December 2010
Long Hill Green (Luigi's) Proposal	The owner will come in with an application in October. They will also be going to the Police Commission to try to get Broadway closed off
Park Avenue	Norma Pfriem Breast Cancer Treatment Center – Ground breaking ceremony will occur November 9
Mixed Use Zone	Regulation is now in place at Long Hill Green.
Trumbull Center Revitalization	Work on Phase One doing well. Phases 2 to begin immediately. Phases 3, and 4 expected to start next spring.
Reservoir Avenue (Henderson Property)	1) No current inquiries regarding this property. However, they are more aggressively marketing the building. In addition, Economic Development is trying to obtain a study to determine the highest and best use for the area.
Reservoir Avenue (E-lite and Guida Property)	2) Owners of Guidas property will be coming into P&Z for a pre-application hearing for apartment rentals in November.
Home Depot	The building is up and should be completed by the end of the year. Expected opening continues to be Spring, 2011
Retail Site next to Home Depot	The landlord has started the process of applying for building permits to construct a 16,000 s/f building
Marisa's	Expect site work for a one-story building will begin this fall.
Bridgeport Realtors	Approved by P&Z. Negotiations with the owners not yet complete.
Scan Tools	Work has begun for 11,600 s/f expansion They have also received approvals for an expansion in the front of the building to accommodate Nash Engineering
New building on Quarry Road	ZBA hearing for 80,000 s/f medical approved setback variances. P&Z hearing was delayed in October because the owner wants to shift the building around

Other

- Looking into options for Nature Center and Ranger Station.
- Working with Regional Planning Agency to discuss joint projects, such as Rails-to-Trails extension and regional transportation efforts.
- Attended Regional One Coast meeting regarding next steps for the strategic CEDs
- Attended United Illuminating Regional Economic Development Conference to hear trends affecting the state.

Respectfully Submitted By,
Deborah Evans Cox
Director, Economic Development