



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

Long Hill Room
5866 Main Street
Trumbull, CT 06611
November 18, 2010 7:15 pm

1. Approval of Meeting Minutes
2. Director's Report
3. Tax Abatement Update
4. Reservoir Avenue Discussion
5. Election of Officers
6. Next Meeting Date
7. Other Business

Call to Order: The meeting of the Town of Trumbull Economic Development Commission was called to order at 7:25 p.m. by Chairman Abraham.

In Attendance: The following Commissioners were in attendance:

Commissioners: Jim Abraham Beryl Kaufman Dave Rutigliano

Staff: Deborah Cox, Director of Economic Development

Absent: Tom Ginis Jack Berg Ralph Sather Karl Mizak Patricia Connelly

The meeting was opened by Chairman James Abraham at 7:20. However, there were not enough Commissioners in attendance to constitute a quorum.

1. Meeting Minutes:

Due to lack of quorum, a vote to approve the meeting minutes could not be taken.

2. Director's Report:

Attached is the monthly report from the Economic Development Director. November was a very active month for Economic Development and below are a few of the highlights from the report:

- Ground Breaking of Norma Pfriem Cancer Center took place on November 9

- Westfield's Grand Opening is on target for November 19.
- Planning and Zoning had several commercial applications on this month's agenda, and they set up a special meeting on November 30 to finish all applications and attempt to make a decision on each of them. The ones that directly pertain to economic development are:
 - a. Expansion of Scan Tools (12,00 s/f)
 - b. Medical Building on Quarry Road (77,000 s/f)
 - c. GBBR parking requirements
 - d. Signage for Home Depot
 - e. Luigi's mixed use development on Long Hill Green
- The director is in the process of individually emailing the EDC Survey to business owners. Of the 100 that have gone out, only about 35 have been received. More surveys will be sent after Thanksgiving in order to increase the likelihood of responses.

3. Tax Incentive Program

- The first meeting took place on November 9th. Members of the Committee include the following:

- Carl Massaro – Town Council	- James Abraham – Economic Development Comm.
- Mike Rappa -- Town Council	- Ralph Sather – Economic Development Comm.
- Debra Lamberti – Town Council	- Deborah Cox – Econ. Dev (ex officio)
- Maria Pires – Dir. Fin. (ex officio)	- Mark Devestern – Tax Assess (ex officio)
- Tim Herbst – First Sel. (ex officio)	- Dan Nelson – Chief of Staff (ex officio)

The concept was well received by the Tax Screening Partnership Committee. The next meeting will take place in December.

4. Reservoir Avenue Update

- The owner of the Guidas property on Reservoir Avenue will be presenting to the P&Z Commission at a pre-application review hearing in December. The proposal is for small apartments. The members of the commission that were present felt that our position should be as it was 2 years ago in that our preference for its use should be guided by our strategic plan which favors using commercial/industrial property for those uses and that we were not in favor of rezoning. Before that meeting, the EDC will need to determine what the appropriate questions and thoughts are to raise the P&Z Commission. It is advisable that the Commissioners review the Econ. Dev. Plan and the Plan of Conservation and then submit any questions and comments to Deborah Cox before December 13 for consolidation.

5. Elections for December:

- Commissioners have not yet voted for officers. This must be done at the December meeting.

7. Next Meeting Date

- The next meeting date is December 16.

Meeting Adjourned at 9:00 pm

Respectfully Submitted By:

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

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

Director's Report

Business Recruitment:

- New Businesses this Month:
 - Danielle's Lunchbox Café (115 Technology Drive)
 - Family Time Marketing (101 Merritt Boulevard)

- New Prospects:
 - None recorded

- Status of Previously Open or Pending Prospects:
 - Open - Restaurant (has a restaurant in Milford)
 - Dead - Restaurant referral from Mario Coppolo (gave referral to Trumbull Center) (not a good match at this time)
 - Open - 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 property to their attention)
 - Dead - Physical Therapist looking at various locations in Trumbull (already a Trumbull business) – staying where he is for now.
 - 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: The committee met on November 9th to learn about the proposed Tax Incentive Program. The next meeting to determine next steps will be held in December.

Business Retention & Expansion

- Attended P&Z Meeting to support the following applications:
 - RD Scinto 80,000 s/f Medical Building,
 - Long Hill Green Application
 - Scan Tools Expansion for Denver Gardner
 - Greater Bridgeport Realtors Application on Monroe Turnpike
- Facilitated meetings with Westfield regarding the expansion project and concerns with construction noise with the neighbors
- Facilitated meetings regarding the new retail building at Marisa's can proceed
- Began sending out surveys to individual businesses.

Marketing/PR

- Submitted full-page ad in New England Real Estate Journal for significant discount.
- Utilized Social Media (Facebook and Twitter) to announce Westfield events, and coordinated VIP invitations
- Individually sent out surveys to business owners. This is still in progress.
- Newsletter delayed due to high volume of activity with Westfield, P&Z, grants, etc.

Community Development:

- Coordinated materials and volunteers for Green Faire Expo in Stamford. Mary Whatley graciously brought this to our attention and represented Trumbull for us at the booth.
- Participated in Rails-to-Trails Neighborhood Meeting to discuss the expansion through the Daniels Farm and Manor Drive area. There may be some synergy with the revitalization of Trumbull Center on Daniels Farm Road.
- **Community Grants:**
 - Participated in several meetings regarding the two STEAP Grants we received (Corporate Park and Trumbull Center Streetscapes. We have encountered an issue with Trumbull Center because the area we were targeting is in a flood zone. The DECD cannot fund projects in flood zones, so we are trying to re-target the project in order to be able to keep the Grant.
 - Worked with the Greater Bridgeport Regional Planning Association to get funding for paving for Merritt Boulevard (which is in the Corporate Park).

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

Westfield Revitalization	Grand opening is scheduled for November 19 th . New leases in food court and a children's clothing store.
Design District/ Professional Office District	1) Hosted a neighborhood meeting with Dr. Patrignelli for his proposed building on Church Hill Road. Remarks were very positive. He will be on the on the P&Z agenda December 2010
Long Hill Green (Luigi's) Proposal	Hearing was conducted on November 17 th , but needed to be continued to November 30 th due to lack of time.
Park Avenue	Norma Pfriem Breast Cancer Treatment Center – Ground breaking ceremony occurred November 9
Mixed Use Zone	
Trumbull Center Revitalization	Work on Phase One doing well. Subsequent Phases have gone out to bid and are expected to start next spring.
Reservoir Avenue (Henderson Property)	1) No current inquiries regarding this property.
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 December.
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	Owner expected to submit a new application for a two-story building (original building approval was one story)
Bridgeport Realtors	Approved by P&Z. Negotiations with the owners not yet complete – it is dependent upon approval to expand parking.
Scan Tools	Work has begun for 11,600 s/f expansion They are currently seeking approvals for an expansion in the front of the building to accommodate Nash Engineering
New building on Quarry Road	P&Z did not make their decision on any applications during November 17 meeting, so we are awaiting a final decision by the end of November.

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.
- Submitted a suggested Capital Improvement Plan for Economic Development Projects (streetscapes, sidewalks, paving, etc.).

Respectfully Submitted By,
Deborah Evans Cox
Director, Economic Development