

**Town of Trumbull
Tax Abatement Committee
Meeting Minutes
March 16, 2017, 4:00 p.m.
Trumbull Town Hall**

Present: Timothy M. Herbst, Carl Massaro, Jason Marsh, Matt Caron, Ralph Sather, Evelyn Zmary, Maria Pires, Rob Librandi, Rina Bakalar

Rina Bakalar, Economic and Community Development Director called the meeting to order at 4:05 p.m.

The newly organized committee began by reviewing the Tax Abatement Ordinance that was adopted at the February 6, 2017 Town Council meeting.

Ms. Bakalar reviewed the key focus of competitiveness, job creation and targeting underperforming property to grow Trumbull's grand list. Ms. Bakalar noted the Abatement is for projects that make significant capital investment and projects that otherwise would not likely be doable without abatement.

Councilman Jason Marsh asked questions regarding the job creation focus and wanted to be sure we were looking at employment levels in Trumbull. The Committee suggested reworking the job creation language for the application form and highlighting Trumbull employment levels instead.

Further review of the Ordinance language created a question regarding the definition of "applicant". Mr. Marsh wanted to be sure the definition in the Ordinance did not prevent someone who was not yet in possession of the property, and who may not be prior to issuance of building permits, from applying for the project. Ms. Bakalar suggested she connect Mr. Marsh, Councilman Carl Massaro and Vin Marino, the Town Attorney via email to examine this further prior to finalizing the application process. Ms. Bakalar noted Mr. Marino was on trial and unable to make the meeting.

Ms. Bakalar reviewed the draft content for the application form. The Committee members conducted a detailed review of the draft content and requested language changes, clarifications and additional information be submitted such as a business plan. Economic and Community Development Commission Chair, Ralph Sather suggested additional data be presented with applications so Committee members and the Town Council could review the Town resource impact of the project.

Ms. Bakalar agreed to make all changes to the application content and recirculate to Committee members for review prior to the end of the month.

The Committee then discussed process. Once the application was complete and available, a note regarding Trumbull's Tax Abatement Program would be added to the Economic and Community Development webpage. The note would direct inquiries to the Director. Ms. Bakalar noted she has had numerous inquiries over the past ten months and has held off until the new Ordinance was adopted and the application process was in place. The Committee determined the process to be as follows:

- Any application will first go through a threshold review by the Director of Economic and Community Development. If the applicant does not meet program criteria, the Director will

make the Committee aware that an application had been received but is not acceptable for the program. The Director will notify the applicant.

- If the application appears to meet threshold criteria for the program, a Committee meeting will be scheduled to review the application. Committee members may request an in-person presentation from the applicant.
- The Committee (voting members), will vote to recommend the applicant request to the Town Council or reject the application.
- In either scenario, the Director will notify the applicant.

Mr. Sather and Committee members noted that the Committee is under no obligation to approve any application and final approval rests with the Town Council. The Town Council is not under any obligation to approve.

The organizational meeting ended at 5:20 p.m. Any further meetings will be scheduled as applications are being considered.



Rina Bakalar, Director – Economic & Community Development