

Town of Trumbull
Economic and Community Development Commission
Meeting Minutes
May 7, 2019 - 7:15 p.m.
Trumbull Town Hall

Director of Economic & Community Development: Rina Bakalar

Chairman Ralph Sather

Commissioners: Beryl Kaufman, Evelyn Zamar, Shelby LeVino, Eve McGrath,
Jeanne Gibbs, Marshall Marcus

Not Present: Commissioners Eric Michel and Mark Smith

Also Present: Mike Cerreta (Cerreta Builders)

Chairman Sather called the meeting to order at 7:15 p.m. and requested a motion to approve the April 2nd meeting minutes. Commissioner Marcus made a motion to amend the minutes and noted the following correction: *Ms. Kaufman **requested** a motion to approve the March 5th meeting minutes. Commissioner Marcus **made** the motion, seconded by Commissioner LeVino and they were unanimously approved.*

Chairman Sather requested a motion to accept the amended minutes as proposed. Commissioner Marcus made the motion, seconded by Commissioner McGrath and the amended minutes were unanimously approved.

Chairman Sather announced Mike Cerreta will be giving a presentation of the Marissa's project and advised he will abstain from any voting as Mr. Cerreta had done a lot of work for his family and him. He stressed there is no other business relationship involved.

Director's Report

Business Update

Ms. Bakalar advised she met with Mr. Marcus and drafted preliminary guidelines for open houses and ribbon cuttings. She will circulate the guidelines to the Commission and added it will be a nice tool to hand out to our businesses.

Xperiment Virtual Reality (Hawley Lane Mall) - a ribbon cutting/grand opening is planned for June 15th at 10 a.m. This virtual reality business will be occupying the former Dress Barn space. Ms. Bakalar will send out an email invitation which she encouraged the Commissioners to share. The Chamber of Commerce will also attend.

Ms. Bakalar advised she has also connected businesses to each other and to the State Tourism Office for cross promotion.

SeaQuest & Escapology (9 Trefoil) – ribbon cutting/grand opening dates are pending

Newsletter – We will be modifying the newsletter and future editions will include a pop out topic and shorter articles.

Cooper Surgical - has expanded and leased space at 55 Corporate Drive.

The Trumbull Tradesman Center – had their ribbon cutting in March. They signed their first lease for an e-commerce business that requires warehousing capacity for distribution.

Make-A-Wish – will be moving to the Trumbull Corporate Park and taking the entire front of the 60 Commerce building. They are adopting the entrance ramp and will incorporate our new branding.

Town Website – the Town will be redesigning its website. Kathy Champion will be spearheading this project along with Bill Chin, Pat Zablocky and staff. Civic Plus will be presenting their ideas to department heads to modernize the look of the website and make it more user friendly. Ms. Bakalar encouraged the Commission to email her any suggestions.

Community Development Update

Oakview Project - Ms. Bakalar reviewed the timeline of the project and announced they expect to house their first residents this December. The smaller building will hold 12 units and the property owner wants to ensure the club house is completed prior to opening so residents will have a quality experience when moving in. They are coming back to P&Z to request covers/awnings over some of their parking areas and will adjust their site plan.

DeVita Dialysis (7 Cambridge Dr.) – (10,000 sq. ft.) is built out and CES is taking the rest of the space on the first floor next to DeVita.

New daycare (Reservoir & Lindeman Dr.) – got their permits and is under construction

Resort Lifestyle Communities - is building an independent living facility. They closed and will begin construction this summer.

Henderson Lumber Property – they are hoping to close within 45-60 days.

Planning Update

At the April P&Z meeting, there was a presentation of concepts to the Commission related to the IL-2 Study (the mini master plan). Commissioners provided feedback and suggestions were forwarded to our consultants who are working on the full draft plan. Ms. Bakalar stated she will distribute the plan when available and if anyone is interested in a hard copy of the presentation, to let her know. It is also available for viewing on line (*Planning & Zoning website, see IL-2 Zone Plan*).

IL-III Zone (Trumbull Corporate Park) - is in the early stages of the master plan development. There have been one on one meetings with the property owners and businesses and there will be a group meeting.

The Long Hill Green Plan – Ms. Bakalar stated that after Memorial Day the right hand turn lane will be started. The traffic light design is also coming along. Monthly meetings are held to address the five pending projects. We met with the UI this week, who gave us \$10,000 toward the industrial zone studies, and provided updates.

Ms. Bakalar added that the First Selectman requested we create the various mini plans which support our existing POCD and can be used towards crafting the future Master Plan (2021-2022).

Grant Update

In 2016, we drafted a grant application to incorporate a trailhead at the commuter lot by Christian Heritage, improve the cross walk and extend the trail to Twin Brooks. The grant program was never funded. Ms. Bakalar advised she is in the process of taking the former project and applying for a Transportation Alternative Program Grant which will provide parking at the end of trail. People could commute to work, park their car and walk to the Trumbull Center. Christian Heritage submitted a letter of support and added it provides safety for their students and athletes.

A June community meeting is being planned for the LOCIP grant for the light at Chips and the redirection of the trail. The meeting is required by the state. Mr. Marcus suggested we utilize the United Health Care building to meet.

Event Update

Restaurant Week (September 21-27) - We have money allocated as well a \$1,000 sponsorship from the Trumbull Chamber and possibly the Mall. Ms. McGrath informed she connected with high school students and they submitted a number of logos for review. A summer intern devoted to restaurant week, will be working with Ms. Bakalar from June through September (60 hrs.). The student will concentrate on website presence and plan our social media.

Our next meeting for restaurant week is May 21st at Romanacci's. Ms. Bakalar is crafting a draft letter for the restaurants. Ms. Bakalar, Jeff Bishop (Trumbull Chamber) and the committee will help with recruitment as well as the mall marketing department. The goal is to raise \$5,000 for marketing this year and we will require a restaurant's commitment by the end of June.

Sustainable Committee Group – Mr. LeVino

We meet weekly and are reviewing the master action list which is composed of approximately 200 action items.

The ECDC meeting took a break at 8:15 p.m. and reconvened at 8:25 p.m.

Ms. Bakalar stated we submitted a letter of support for a full time P&Z clerk to the Board of Finance and Town Council. They voted in favor and we will now have a P&Z full time clerk. She thanked everyone for their support.

Long Hill Market Presentation – Mike Cerreta

Ms. Bakalar introduced Mike Cerreta who advised he and his partner own the Mex-On-Main property and purchased the Marissa's property. Mr. Cerreta stated they will reduce the size of the development from 25,000 sq. ft. to 15,000 sq. ft. There will be one restaurant (4,500-5,000 sq. ft.), a drive thru Dunkin Donuts (1,800 sq. ft.) and other tenants

are to be determined. They anticipate construction starting early summer and the building will be completely demolished. Mr. Cerreta stated sidewalks have been approved and he would like to redo the bridge that connects the properties making it wider, ached and LED lit. The addition of apartments would not be feasible.

The Commission complimented Mr. Cerreta for his commitment to quality of design and landscaping and maintaining a unified look that promotes our village concept. Mr. Cerreta welcomed the Commissions' offer of a letter of support adding the development is consistent with the master plan and will generate revenue.

Ms. McGrath made a motion to submit a letter of support to the P&Z Commission, Commissioner Kaufman seconded the motion, and it was approved (5) affirmative, (2) abstentions and (0) opposed. Chairman Sather & Commissioner LeVino abstained. Ms. McGrath will draft the letter and Mr. Marcus agreed to read it into the record at the P&Z meeting in May.

Food Trucks – Ms. Bakalar informed that our regulations do not allow food trucks except for festival/fairs/community events. We are undergoing a regulation revision to allow food trucks in the industrial zones potentially. In the commercial areas, they should not be allowed so as to not compete with our brick and mortar restaurants. Mr. Marcus suggested annual food truck licensing for vendors vs. per event.

Opportunity for Community Input - None

There being no further business or community input, Chairman Sather requested a motion to adjourn at 9:16 p.m., accepted by Mr. Levino, seconded by Mr. Marcus and voted in favor unanimously by the Commission. The next meeting will be held on June 4, 2019 in the Long Hill Room.

Respectfully submitted,

Gail Andreyka
ECDC Clerk

cc: Rob Librandi, Doug Wenz