

**Town of Trumbull**  
**Economic and Community Development Commission**  
**Meeting Minutes**  
**June 8, 2021 – 7:00 p.m.**  
**Virtual Meeting – Zoom Videoconferencing**

A regularly scheduled meeting of the Economic & Community Development Commission of the Town of Trumbull was held via videoconferencing on June 8, 2021.

**Attendance**

Members Present:     Ralph Sather (Chairman)  
                              Beryl Kaufman (Vice Chairman)  
                              Marshall Marcus  
                              Shelby LeVino  
                              Karen DelVecchio  
                              Ted Chase  
                              Evelyn Zamary

Members Absent:     Eric Michel

Also Present:        Rina Bakalar – Director of Economic & Community Development  
                              William Chin – Director of Information Technology  
                              Gia Mentillo – Economic & Community Development Clerk  
                              Trumbull Community Television

Chairman Sather called the meeting to order at 7:02 p.m.

**Pledge of Allegiance**

**Approval of May 4, 2021 Minutes**

A motion to approve the May 4, 2021 minutes was made by Vice Chairman Kaufman and seconded by Commissioner Zamary. The motion carried unanimously.

**Chairman’s Report**

New Business

Chairman Sather announced that a section entitled “New Business” would be included at the end of ECDC Agendas going forward to afford commission members the opportunity to raise additional concerns.

**Director’s Report**

Business Update

Ms. Rina Bakalar announced several upcoming Ribbon Cutting events throughout town, including Mariana's Pantry on June 17<sup>th</sup> at 3:00pm and the AFC Urgent Care Center on July 9<sup>th</sup> from 12:00pm to 3:00pm. She added that several other businesses are also working to establish Ribbon Cutting dates for the summer months, and she requested that commission members planning to attend these events (as all are encouraged to do) notify her of their attendance.

Ms. Bakalar also noted that the newly renovated patio at Prime One Eleven has received tremendous feedback.

Ms. Bakalar stated that she has noticed a slight return to normalcy through an increase in in-person attendance to businesses and events, and, in response, she has begun visiting more places in-person herself. She noted that she would be speaking at the Raveis Office on Wednesday, June 9<sup>th</sup> and the Rotary Club on Friday, June 11<sup>th</sup>.

Ms. Bakalar also shared that she would be meeting with Tesla and Hawley Lane Mall officials to discuss installing quick charge stations at the mall, something, she noted, First Selectmen Vicki Tesoro is interested in doing for Town Hall as well.

Commissioner Zmary asked whether there was a time frame for Ecco restaurant. Ms. Bakalar noted late summer is what they are aiming for.

Commissioner Kaufman asked if feedback had been garnered for the new Dunkin Donuts drive-through.

Ms. Bakalar stated that there had been no complaints about the drive-through thus far, but a few issues with the DOT and site operation in the vicinity have arisen. She added that a meeting with the legislative delegation had taken place and Representative Laura Devlin would be following up on a few concerns regarding traffic flow in the area.

Commissioner Marcus stated that he was concerned about the lack of over-hang on the drive-through window.

Ms. Bakalar stated that she would share those concerns with the owners but noted that the decision is, ultimately, up to them as there are not zoning regulations pertaining to over-hangs.

Commissioner Levino asked if there was an update on the traffic light by Chip's Family Restaurant.

Ms. Bakalar stated that all the necessary easements for the project had been signed. She noted that all the easements from property owners had been granted out of the kindness of their hearts and any hesitations were simply out of caution.

Ms. Bakalar further stated that the project was already fully designed and funded, and it should be coming to a conclusion within a year. She clarified that once the final easement is granted, the town must wait for a "Notice to Proceed" from the state DOT which takes roughly 4-6 weeks. After that, she stated, the most time-consuming aspect of the project is likely the installation of the new traffic light given the manufacturing time.

Chairman Sather asked for an update on the stop light at Long Hill Green.

Ms. Bakalar stated that there is one last easement sign-off delaying the final submission of the project, adding that eminent domain may be invoked on one parcel. She noted this project will require a major re-alignment of the driveways in the area, but, ultimately, it will make accessing businesses easier for the customers. Ms. Bakalar added that the next step for the project is to submit the plans to the state and wait for a “Notice to Proceed” before putting the project up for a construction bid. Again, she noted the most time-consuming portion of the project is likely to be the implementation of the new traffic light.

### Planning Update

Ms. Bakalar shared an update from the Trumbull Center Team Meeting regarding the Trumbull Center Corridor Study (from Tait Road to Reservoir Avenue), announcing that a community meeting would be held on June 23<sup>rd</sup> at 7:00pm via Zoom to garner stakeholder input from all levels. The director added that any commissioner who is unable to attend this community event should work to draft an email to either Rob Librandi or herself to share their input on the project. She added that a flyer will be sent out via regular mail to Trumbull residents in the area and included in a social media blast announcement.

### Grant Update

Ms. Bakalar noted grants have been submitted to fund construction of the Veterans and First Responder Center. They are pending.

### Event Update

Chairman Sather questioned whether there is a potential to conduct an in-person Trumbull Business Breakfast this year.

Ms. Bakalar stated that she felt there is a good chance of being able to hold an in-person event in the fall, though some adjustments may have to be made. She noted that reserving a bigger room and inviting less people would allow for increased social distancing.

Commissioner Levino suggested creating a survey to garner feedback from previous attendees about their feelings toward an in-person event for the fall.

Ms. Bakalar commended this idea and noted that most business chambers throughout the state are shifting toward in-person meetings and events. However, she added, that there has been hesitations expressed by some members of the Trumbull Business Chamber.

Chairman Sather asked what steps should be taken to ensure that conducting an in-person event remains an options for the fall.

Ms. Bakalar stated that arrangements are typically made at the end of July but the Marriott is already aware that Trumbull ECDC may be interested in reserving a room. She added that she would ensure the date is reserved. Ms. Bakalar also stated that she would look into Facebook live

casting the event through Trumbull Community Television for people who are uncomfortable with attending in-person.

William Chin stated that he would be able to establish a method for live streaming the event as well.

Commissioner Levino stated that he felt this would be a great way to engage more people than ever before. He also asked if it was too early to begin thinking about event speakers.

Ms. Bakalar stated it was a good time to start think about speakers for the event and encouraged members to share their suggestions with her. She noted that she still had many of the plans from the breakfast event that was cancelled in 2020, adding that the commission may want to incorporate an economist to speak about post-COVID economic recovery.

Commissioner Chase had several suggestions for economists and will follow up between meetings.

Chairman Sather stated that he felt the event should have an upbeat, forward looking tone to it.

Ms. Bakalar asked ECDC members whether they are comfortable returning to in-person meetings beginning in August, noting that she would have to check town policy to confirm whether this will be allowed.

Chairman Sather received verbal confirmation from all commissioners that they are comfortable returning to in-person ECDC meetings in August.

The Chairman then asked for an update on the status of the Zoning Re-Write Committee.

Ms. Bakalar stated that she is not the party directly responsible for overseeing the committee and encouraged Chairman Sather to reach out to Rob Librandi for specific updates. She further stated that, though there have been several delays, there has been a significant amount of internal progress throughout the past year.

Chairman Sather stated that he would be reaching out to Rob Librandi for a more in-depth update on the Zoning Re-Write Committee, adding that he would be sending out an email to ECDC members to share what he learns.

#### Contact Information Discussion

Gia Mentillo shared an update about contact information and business cards for ECDC members. Ms. Mentillo stated that William Chin, Trumbull IT Director, created a new ECDC email ([econdev@trumbull-ct.gov](mailto:econdev@trumbull-ct.gov)) to serve as the main point of contact for all ECDC members and to be included on the new ECDC business cards. She noted that this email has been added to the Town of Trumbull website, and she will be monitoring the email address and directing messages to the appropriate commission members as they arrive.

Ms. Mentillo also stated that she would be revising the ECDC contact form and redistributing it to commission members. She requested that members take the time to complete the form and

return it to her, adding that only the information in the bottom section, entitled “Information for Business Cards”, would be shared with the public.

### **Community Input**

None

### **Adjournment**

Chairman Sather reminded commission members that they are welcome to reach out to Ms. Bakalar between ECDC meetings with questions and concerns. He also reminded Ms. Bakalar to utilize commission members as a resource in her community development endeavors.

A motion to adjourn was made at 7:59p.m. by Vice Chairman Kaufman and seconded by Commissioner Levino. The motion carried unanimously.

Respectfully Submitted,

Gia Mentillo,  
ECDC Clerk

Cc: Rob Librandi  
Doug Wenz