

Economic & Community Development Commission

Meeting Minutes
December 5, 2012 7:15 PM
Trumbull Town Hall

I. Attendance

Commission: Vice Chairman Gary Bean, Scott Wich, Beryl Kaufman, Jim Abraham, Jack Berg
Town Staff: Edward Lavernoich

II. Old Business

Mr. Bean called the meeting to order at 7:15 PM and noted that there were five Commissioners in attendance making a quorum. Mr. Berg made a motion to approve the November 15, 2012 minutes which was seconded by Mrs. Kaufman. The vote was unanimously in favor of approval, 5-0.

III. New Commission Business

Mr. Lavernoich went over the Director's Report and gave updates on several development projects. Courtesy Carpets move out of Trumbull Center was discussed. The status of several projects in the process of obtaining local approvals were discussed, including the appeals that have been filed by neighbors related to approvals granted to the cancer outpatient center.

Mr. Abraham discussed the possibility of issuing some form of development activity update for the community in early 2013. There was a discussion of the types of information the commission received on business or development activity, and when it would be the appropriate time to share or disclose that information. The commissioners present shared a general sentiment that it would be good to know certain types of information prior to that information being released to the general public.

Mr. Lavernoich talked about the business visits that he and Planning & Development Director Jamie Bratt have been pursuing, and stated that approximately 60 meetings have occurred. He discussed the attempts that have been made to get meetings with companies. He emphasized that there would be a sustained effort to achieve the 100 meetings that were promised; the effort would continue into the new year. He discussed his intention to establish a monthly quota for the meetings for 2013. Mr. Lavernoich stated that the contacts that were being developed would be useful for many reasons, including increasing attendance at the Business Appreciation Breakfast with a more representative group crowd of local business leadership.

Mr. Lavernoich requested that the commissioners review the Meeting Notes document from the P&Z Commission's 11-29-12 meeting on the Plan of Conservation and Development. He noted

that one of the "Next Steps" referred to in the document was soliciting feedback on an early draft of the POCD from the E&CD and Conservation Commissions. Mr. Lavernoich stated that he expected that to occur in February, and that the E&CD would probably be given a month to provide the feedback. He also noted that Ms. Bratt was probably not going to pursue the focus groups to the extent that she might have previously planned to. Mr. Abraham asked whether Ms. Bratt had been satisfied to-date with the progress of the project; Mr. Lavernoich expressed his belief that Ms. Bratt was satisfied with the progress to-date, which must necessarily move at a pace that the P&Z Commission is comfortable with. Mr. Lavernoich offered to take any further questions the E&CD commissioners had back to Ms. Bratt. There were no other questions.

Mr. Bean called for the annual election of officers.

Mr. Abraham nominated Mr. Bean as Chairman, seconded by Mr. Wich. Mr. Bean declined the nomination. Mr. Bean nominated Mr. Sather, seconded by Mr. Berg. Mr. Abraham nominated Mr. Wich as Chairman, seconded by Mrs. Kaufman. Mr. Bean called for a vote on the nominations of Mr. Wich and Mr. Sather. By a show of hands, there were two (2) votes for Mr. Sather, and three (3) votes for Mr. Wich. Mr. Bean stated that Mr. Wich had been voted as the new Chairman of the Commission. It was agreed that Mr. Bean should continue to run the night's meeting.

Mr. Abraham nominated Mr. Bean as Vice Chairman, seconded by Kaufman. Mr. Berg nominated Mr. Sather for Vice Chairman, seconded by Mr. Bean. Mr. Bean called for a vote on the nominations, stating that he would abstain from the vote. By a show of hands, there were three (3) votes for Mr. Bean and one (1) for Mr. Sather, with one abstention. There was discussion of the Secretary position for the Commission, and it was confirmed that the position is required by the Town's Charter. Mrs. Zmary was nominated by Mrs. Kaufman, seconded by Mr. Abraham. There were no other nominations for the position of Secretary. Mr. Bean called for a vote on the nomination of Mrs. Zmary. By a show of hands, there was a five to zero (5-0) vote in favor of Mrs. Zmary. Mr. Bean stated that Mrs. Zmary had been re-elected as Secretary.

Mr. Wich made a statement regarding his intention to foster communication between commissioners and to utilize the talents of the entire commission in 2013.

Mr. Bean stated that the next order of business as to approve the 2013 meeting schedule. He read the proposed schedule, based on the meetings remaining on the first Wednesday of each month: January 2, 2013; February 6, 2013; March 6, 2013; April 3, 2013; May 1, 2013; June 5, 2013; July 3, 2013; August 7, 2013; September 4, 2013; October 2, 2013; November 6, 2013; and December 4, 2013. The July 3rd meeting date was discussed, and there was a general agreement that it be left on the calendar, with the possibility of cancelling or rescheduling the July 3rd meeting in advance. Mr. Bean asked whether there was any reason to change the schedule. There was no reason for change offered. He called for a vote on the proposed schedule. All five (5) of the commissioners present voted in favor of the schedule.

IV. **Community Input**

No members of the community were in attendance. Mr. Bean noted that there were no other residents at the meeting for Community Input.

Mr. Bean asked if there was anything else to discuss. Mrs. Kaufman asked that the members contact information be updated. It was noted that contact information on the website was out of date in some cases. It was agreed that a roster with contact information would be created. Mr. Lavernoich discussed his intention to propose a different type of monthly report for the commission, covering the broader job activities that he was spending time on, and his intention to share with the commission his workplan for 2013 after he receives direction from the First Selectman. He spoke briefly about the types of programmatic initiatives that might occur in 2013. There was a discussion about creating the environment in town for continued business investment. Mrs. Kaufman suggested that speakers/experts should be invited to address the commission.

There was a discussion of the annual Business Appreciation Breakfast; what it has accomplished and its purpose. There was a brief discussion of possible changes in format. It was agreed that it should be discussed early in the upcoming year.

V. **Adjournment**

Mr. Abraham made the motion to adjourn, which was seconded by Mrs. Kaufman. By unanimous consent, the meeting adjourned at 8:20 PM.