

Town of Trumbull
Economic and Community Development Commission
Meeting Minutes
January 8th 2014 7:15pm
Trumbull Town Hall

Commission members present: Jack Berg, Beryl Kaufman, Bernard Klem, Robert McGowan, Ralph Sather, Evelyn Zamary
Staff: Economic and Community Development Director Edward Lavernoich
Interns: John Georgas and David Giron

Chairman Ralph Sather called the meeting to order at 7:20 PM. He noted that William Haberlin had resigned from the E&CD Commission and has been appointed to the Town's Board of Finance.

Mr. Berg made a motion to approve the December 2013 meeting minutes. The motion was seconded by Mr. Klem and unanimously approved.

Mr. Lavernoich reported on current business development activity within the town as of the end of December. He noted progress in the status of several projects. Mr. Lavernoich mentioned that there is still an ongoing parking issue in the new retail development at 41-51 Monroe Turnpike that the Town is working to address with the landlord. State-owned properties close to the development have been discussed with CONNDOT as possible sources of additional parking. The developer has also been exploring the possibility of shuttle services for employees of the tenants, and valet service for the restaurants during peak periods. Also, as mentioned in the previous meeting, financing has been secured for the Bridgeport Hospital Cancer Outpatient Center project on Park Avenue, and construction has commenced on the project's garage. The garage's construction is expected to be completed in mid-2014, while the new office building's construction would commence in late 2014. Construction on the 140 Monroe Turnpike office building is nearing completion and the ribbon cutting is anticipated to be in the early spring of this year. Mr. Lavernoich also briefed the commission on a new project to be finished in spring 2014- Trumbull Self Storage located on the corner of Spring Hill Road and Cutler's Farm Road.

Mr. Lavernoich briefed the commission on the current status of the Solarize program. He stated that the deadline for having contracts signed is February 9th. Continuing outreach and publicity efforts are being made as part of the program. Mr. Lavernoich told the commission that approximately 250 targeted letters have been sent out to residents who have been identified as good solar candidates based on satellite images. He stated that approximately 150 more are to be sent out, and that student interns are helping with the search for good solar candidates. Mr. Lavernoich stated that the community needed to be given educational opportunities about the program. There is going to be a finance workshop on the January 14th in the Town Council Chambers to inform the community on all financial aspects of residential solar installations.

Mr. Lavernoich reported on the Plan of Conservation and Development process. He said that final version of the plan is available on plan-trumbull.com for anyone that is interested in reading the updated version. The Greater Bridgeport Regional Council has copies of the document, as well as the Trumbull Town Council; both bodies must be given time to read the document under State law. The final Planning & Zoning Commission public hearing for the POCD is scheduled for March 12th.

The commission quickly went into discussion about the Database Marketing Project. David Giron is currently working on compiling total contacts into the database. There are approximately 200 contacts by email and 700 with physical addresses. David Giron said that he is working on transferring the contacts from Microsoft Word into Outlook. Mr. Lavernoich said that the commission is going to acquire a new email address as a basis for a distribution system.

The commission briefly discussed goals for 2014. Mr. Sather suggested that the establish goals after reviewing goals for previous years and giving thought to new ones. The commission will evaluate their performance against the set goals, and then consolidate them in order to finalize the goals of the commission.

The 2014 Business Appreciation Breakfast expected to be held in May or June of this year. Ms. Kaufman and Ms. Zmary are both on the planning committee for the venue, menu, and other aspects that need to be planned for the event. Mr. Lavernoich said that a "save the date" flyer will be sent out to all of the parties that participated in the breakfast last year.

Mr. Sather asked whether there was any community input, recognizing resident Paul Griffith. Mr. Griffith stated that he had no additional input to offer. Mr. Sather requested that John Georgas and David Giron give their opinions on the current community development within the town. Mr. Giron spoke about his personal career interests and expressed appreciation for being able to learn about the business activities in Trumbull. Mr. Georgas stated that he is excited to see where the town will be headed in the future, and expressed appreciation for being able to learn about business and community activities in Trumbull.

Mr. Lavernoich brought up to the commission the advertisement offer from the Business New Haven magazine. There was an opportunity to place a full page add in the annual publications Book of Facts for \$1,600. He explained that the Book of Facts was the type of publication that magazine subscribers would retain for the entire year as a resource guide, which would result in lengthy and widespread exposure for the Town. He stated that the First Selectman was supportive. The general sense of the commission members was that the opportunity was worthwhile and that Mr. Lavernoich should proceed with the advertisement.

Mr. Sather asked whether there were any other issues to discuss. There were no other issues raised. The meeting was adjourned at approximately 9:14 P.M.

