

**Town Of Trumbull
Economic and Community Development Commission
Meeting Minutes
January 6, 2016 7:15 p.m.
Trumbull Town Hall**

Chairman: Ralph Sather

Present: Commissioners: Evelyn Zamar, Beryl Kaufman, Eric Michel, Mark Smith, Jackie Galiani

Staff: Economic and Community Development Director Jamie Bratt

Rob Librandi – Land Use Planner

Visitor: Matthew Sulzick

Chairman Sather called the meeting to order at 7:15 p.m. and made a motion to approve the December 2, 2015 meeting minutes which was unanimously approved by the Commission.

ELECTION OF OFFICERS

Chairman – Beryl Kaufman nominated Chairman Sather, seconded by Evelyn Zamar and voted in favor unanimously by the Commission.

Vice Chairman –Eric Michel nominated John Pisinski, seconded by Evelyn Zamar and voted in favor unanimously by the Commission.

Secretary – Chairman Sather nominated Evelyn Zamar, seconded by Beryl Kaufman and voted in favor unanimously by the Commission.

Ms. Bratt introduced Rob Librandi, the town's new Land Use Planner. She also announced her resignation and advised that she has accepted a position with the City of Hartford as their new Director of Planning & Economic Development. Chairman Sather then presented two new Commissioners, Jackie Galiani and Mark Smith, who shared their qualifications, professional experience and education.

DIRECTORS REPORT

Madison Village (4244 Madison Avenue)

Has signed on two new tenants - Upper Crest Bakery and Romanicci's Deli who were both granted liquor permits.

Only one vacancy remains (2,400 sq. ft.)

The owner of Sitting Duck is looking to acquire land nearby for overflow parking.

The Village at Long Hill Green (10 Broadway Road)

Construction is ongoing with strong interest in the (8) one bedroom apartments.

Village at Long Hill Green tenants include: Nick's Pizza, G&G Package Store, Allstate Insurance, and Mex On Main.

The Italian Corner Deli has purchased the building and is doing a complete interior renovation.

Ms. Bratt advised the new commissioners that the State Liquor Board dictates Trumbull is eligible for 14 liquor stores and we currently have 6.

Jackie Galiani questioned if Starbucks will be coming to Long Hill Green but to her knowledge Ms. Bratt conveyed she didn't think so based on traffic numbers required by national chains.

Great Bridgeport Board of Realtors (White Plains Road)

Ms. Bratt met with them this week and noted they are requesting a temporary CO.

2991 Huntington Turnpike

Project will be getting underway which has been approved as an adaptive reuse for medical back office.

Christian Heritage School (575 White Plains Road)

Applied for an expansion of their academic building for the precollege program. Ms. Bratt noted that the residential structure will be used to house a faculty member while the central red building is for student life. This building will have a new façade and classroom expansion. She also noted that there will be no addition curb cuts at the residential house and no further driveways.

Building (Edison & Main)

Small legal office, home will be rented.

55 Merritt Blvd.

Went to auction in December but reserve was not met.

Oxford Health

Sealed bid – broker is out of Chicago.

35 Nutmeg (Scinto)

Coming in for the final CO

Trumbull Center

Rings End is about to open in Trumbull Center (32,000 sq. ft.)

Parking Issues

Commissioner Michel asked about the In Sports (29 Trefoil Drive) in reference to parking. Ms. Bratt advised that both the private sector and the Town realizes the importance of

traffic issues and are in active discussions for a secondary parking site on the owners land. This would require an easement from the town and a culvert over a stream. Commissioner Galiani inquired about the Chips parking situation. Ms. Bratt explained that parking is based on the Institute of Traffic Engineers recommendations and according to the math, this site was significantly over parked when planned. Possible solutions of converting the grassy area to parking spaces or the shuttling of employees from another location are not viable. The Town is actively addressing this issue with the state, the DOT and with the Town of Monroe. Discussions with the State may result in the addition of a traffic light which will help with ingress and egress.

Chairman Sather suggested the possibility that Trumbull Center is being used as a commuter lot and he noted on several occasions that a number of cars appeared to be parked there all day. It was agreed by the Commission to send someone to record license plate numbers on a regular basis and contact the owners. This will free up at least 20 spaces for customers.

STRATEGIC INITIATIVES

Chairman Sather distributed the list of the strategic initiatives for 2016 which are as follows:

1. Website & Video Overhaul – Commissioners suggestions included a quarterly report, a U-Tube video on the town website and a town directory, integration with the Chamber of Commerce and the Rotary.
2. Develop Comprehensive Outreach Program to existing tenants, especially office tenants.
3. Resident Education – via electronic newsletter & posters displayed in high traffic areas highlighting new developments.
4. SCOOP Luncheon – Slide show highlighting what happened in the town this past year and what is up and coming for 2016. The Business Appreciation Breakfast is scheduled for May and will include this presentation format.
5. Support the modernization of Trumbull's commercial buildings – Identify resources, grants and make the public aware of what's available to support owners and developers. Ms. Bratt commented that we have a secured a number of grants for roadway improvements, signage on Merritt Blvd., an incentive housing zone study, and to also help redo Long Hill Green with low impact development (local planting and storm water sensitive materials).
6. Evaluate, enhance and maintain our Business Communication Data Base
7. Communicate Trumbull's business attractiveness locally, regionally and nationally (initiate a mailing every 6 months to relocation consultants nationally).
8. Update, upgrade and insure communications consistency and impact across all communications material and programs

Chairman Sather endorsed that the Commission break into sub committees to support the Director in between meetings based on interests and backgrounds.

There being no further business, Chairman Sather made the motion to adjourn at 8:30 p.m., accepted by Mark Smith, seconded by Evelyn Zamary and noted in favor unanimously by the Commission.

Respectfully submitted,

Gail Andreyka
Administrative Clerk