

DRAFT MINUTES
BROOKFIELD ECONOMIC DEVELOPMENT COMMISSION MEETING
TUESDAY, June 20, 2017 Room 209
7:00 PM

1. Convene Meeting: Chair Kurfehs convened the meeting at 7:05 PM.
Present: Chair Hal Kurfehs; Vice Chair Greg Dembowski; Commissioner Jim Fisher; Commissioner Carmine Rositano; Commissioner Miranda Hora
Absent: Secretary Dave Matte; Commissioner Paul LaTerra
Also Present: Economic & Community Development Manager Betsy Paynter; Recording Secretary Emily Cole Prescott
2. Approval of Meeting Minutes (May 2017) – **Commissioner Fisher made a motion to approve the minutes of the May 19, 2017 meeting. Commissioner Rositano seconded the motion, and it carried unanimously.**
3. EDC Budget – Actual vs. Plan – No update.
4. Update: Brookfield Town Center – *Greg Dembowski, as Town Center Grants Project Manager, provided an update.* Vice Chair Dembowski invited the Commissioners to the upcoming Streetscape Groundbreaking on June 29th. Construction started last week and the sub-surface work is now underway. Granite will be delivered next week, and will be laid at the rate of 150 feet per day for curbing. The Town received the final aerial easement from the eighth property owner this morning, and is now in the process of scheduling the moving of the electric poles. Several change orders have been signed, based on the history of other towns (sharp edge on granite curbing removed; thermalized granite on the top of the curb for a popcorn finish that allows traction). Vice Chair Dembowski stated that he is in the field 4 to 6 hours per day, with inspections throughout the day. Vice Chair Dembowski stated that the road cannot be completely closed, only reduced to one lane at a time as enforced by a hired private duty police officer. Vice Chair Dembowski shared some detailed information about the project, which is scheduled to be complete in October 2017. Vice Chair Dembowski will have worked two years on this project as of next month. Phase two has TAP grant and Town funding. (\$875,000 from TAP funds and \$475,000 from the Town). Financing of the project was also briefly discussed.
5. Economic & Community Development Manager's Update – *B. Paynter presented an update.* B. Paynter mentioned her ongoing work with the Zoning Re-write Committee. She mentioned current sections of the Zoning regulations that conflict with each other, and will therefore be revised before project completion. B. Paynter reviewed the status of several ongoing projects, noting sections of draft minutes for the Commission's review. The affordable housing moratorium application has been submitted, and the Town is now under a ninety-day review period which began on June 10th. B. Paynter provided an update about 20 Station Road. B. Paynter plans to send a letter to each manufacturer in Town explaining the C-PACE program.
6. Update on Website Functioning & Newsletter Contact List – B. Paynter reported that she had sent a newsletter and will plan to send another during the summer.
7. Information for News & "Blurb" Write-Ups – There was no discussion.

8. Discussion on Alternative Initiatives of Library, School and Police – Chair Kurfehs mentioned that he had written a letter in support of the concept of a new library. Chair Kurfehs mentioned other needs throughout the Town, such as the Police Department and school buildings. Chair Kurfehs asked E. Cole Prescott about the plans for the Police Department once the Facilities Needs Study is complete, and E. Cole Prescott replied that the best person to speak with about the study is Chief Purcell. The grant funds for the new library were briefly discussed, and B. Paynter replied that Chair Kurfehs should speak directly with Yvonne Cech about this matter. Chair Kurfehs asked the Commission to consider whether they a.) support the concept of a new library and b.) think the Town Center is the best location for the new library. **Commissioner Fisher made a motion that the Economic Development Commission is in support of the conceptual idea of building the Library in the Brookfield Town Center area. M. Hora seconded the motion. The motion carried unanimously.**
9. Other Discussion – None.
10. Adjournment – **The meeting ended at 8:06 PM.**

Next regularly scheduled Economic Development Commission meeting: July 18, 2017