

**DRAFT MINUTES
ECONOMIC DEVELOPMENT COMMISSION
BROOKFIELD TOWN HALL – ROOM 209
TUESDAY, MAY 16, 2017
7:00 PM**

Call to Order: Chair Hal Kurfehs called the meeting to order at 7:00 PM.

Present: Chair Hal Kurfehs; Vice Chair Greg Dembowski; Secretary Dave Matte; Commissioner Paul LaTerra; Commissioner Jim Fisher; Commissioner Miranda Hora; Commissioner Carmine Rositano

Also Present: Economic & Community Development Manager Betsy Paynter; Recording Secretary Emily Cole Prescott

Approval of Meeting Minutes (04/18/17): Secretary Matte moved to accept the minutes as written. Commissioner Rositano seconded the motion, and it carried, with Chair Kurfehs, Vice Chair Dembowski, Secretary Matte, Commissioner Fisher, Commissioner Rositano, and Commissioner Hora voting in favor of the motion. Commissioner LaTerra abstained from the vote.

EDC Budget – Actual vs. Plan: E. Cole Prescott shared information from the April 2017 Revenue and Expenditure Report.

Update: Brookfield Town Center: Greg Dembowski distributed a streetscape update document. The Brookfield Town Center 4 Business Organization met. There were 15 to twenty people, Steve Dunn, and several of the other property owners present. Mr. Dembowski reviewed the document with the Commission. G. Dembowski stated that he will send the sources and uses of funds and actual to date information to the Commission. Mr. Dembowski noted that the Brookfield Town Center business owners have been informed that the preference is to put up signs that meet standards for the look of the area. Before new sidewalks are installed, it is in the business owners' best interest to connect to available sewer and water lines.

Economic & Community Development Manager's Update: B. Paynter indicated that the Commission should review minutes of Town Board and Commission meetings. She distributed copies of recent Commission meetings for EDC review. She also highlighted specific projects which have been recently proposed. B. Paynter explained the purpose of economic gardening. B. Paynter also reported on the grant received to study 20 Station Road, as well as the recently submitted affordable housing moratorium application with the State of Connecticut. B. Paynter clarified affordable housing and market rate units, noting that Brookfield Village is comprised of 70% market-rate units and 30% affordable housing units. B. Paynter stated that she would prefer to soon host the Fundamentals of Economic Development Workshop.

Update on Website Functioning & Newsletter Contact List:

- **Recommendations from Nelson Malwitz** – E. Cole Prescott spoke about the recommendations for website updates. The Commission agreed to review this option again after July 1st, in the new fiscal year.

Information for News & Blurb Write-Ups: No updates.

Other Discussion: Chair Kurfehs stated that although the EDC is not endorsing this article, he asked Commissioner Carmine Rositano to review it with the Commission. Commissioner Rositano reviewed the points of his article, and the Commission briefly discussed and debated the information. Commissioner Fisher mentioned the underground utility study, noting that he feels the Town should have better considered such expenses, proposed use of an ad-hoc committee to review such expenses. He stated that he had made this recommendation to the Charter Revision Commission. Mr. Dembowski briefly reviewed the results of this study. It was noted that additional funding paid for this underground utility planning will be used to relocate utility poles in the Town Center.

Adjournment: At 8:51 PM, Vice Chair Dembowski made a motion to adjourn the meeting. Commissioner LaTerra seconded the motion, and it carried unanimously.