

Draft Minutes
Brookfield Economic Development Commission
Brookfield Town Hall – Room 119
Tuesday, November 21, 2017
7:00 PM

Convene Meeting: Commissioner Fisher made a motion to convene the meeting at 7:02 PM. Chair Kurfehs seconded the motion, and it carried unanimously.

Present: Chair Hal Kurfehs; Secretary Dave Matte; Commissioner Jim Fisher; Commissioner Carmine Rositano; Commissioner Paul LaTerra

Absent: Vice Chair Greg Dembowski; Commissioner Miranda Hora; Economic & Community Development Manager Betsy Paynter

Also Present: Recording Secretary Emily Cole Prescott

Approval of Meeting Minutes (10/17/17): Commissioner Fisher made a motion to approve the minutes of the October 17, 2017 meeting as presented. Secretary Matte seconded the motion, and it carried unanimously.

EDC Budget – Actual vs. Plan: A coding error has been corrected with the Finance Department.

Update – Brookfield Town Center: Progress on the streetscape project is moving forward. Commissioners commented that the street lights look good in the area. Chair Kurfehs mentioned that there are approximately 600 apartments approved but not yet constructed in the Town Center. Chair Kurfehs mentioned that 60% of the retail units in Brookfield Village have been leased.

Economic & Community Development Manager's Update: No update presented at this meeting.

Update on Website Functioning & Newsletter Contact List:

- **Website Update Status:** No update presented at this meeting.

Other Discussion:

- **Discussion of CERC Municipal Training Sessions:** Chair Kurfehs stated that B. Paynter is working to organize a session with CERC.
- **Review and Possible Approval – 2018 Meeting Calendar:** Commissioner Fisher asked that Vice Chair Dembowski and Commissioner Hora have a chance to review the calendar before it is approved. E. Cole Prescott suggested moving the regularly scheduled November 2018 meeting up one week so the meeting does not happen the same week as Thanksgiving. *This item will be added to the next regular meeting agenda, for discussion on December 21.*

Announcement by Hal Kurfehs: Chair Kurfehs explained that he will be submitting his resignation from the EDC. His last meeting as an EDC member and Chair will be December 21. He encouraged Commissioners to start thinking about the nomination committee and nominations process to consider continuity. Commissioners thanked Chair Kurfehs for his service, which includes ten years on the Planning Commission and thirteen years on the Economic Development Commission, with ten of those years as Chair of the EDC.

Adjournment: At 7:49 PM, Commissioner Fisher made a motion to adjourn the meeting. Secretary Matte seconded the motion, and it carried unanimously.

Next Regularly Scheduled Meeting: December 21 at 7:00 PM