

**APPROVED MINUTES**  
**BROOKFIELD ECONOMIC DEVELOPMENT COMMISSION MEETING**  
**TUESDAY, March 15, 2016 ROOM 134**  
**7:00 PM**

1. Convene Meeting: Chair Kurfehs convened the meeting with the following in attendance:

**Present:** Chair Hal Kurfehs; Secretary Dave Matte; Commissioner Jim Fisher;  
Commissioner Carmine Rositano; Commissioner Mike Doré

**Absent:** Vice Chair Greg Dembowski; Commissioner Paul LaTerra

**Also Present:** Susan Queenan, Executive Director of the Chamber of Commerce; E. Cole Prescott, Recording Secretary (*arrived at 7:45 PM*)

2. Approval of Meeting Minutes (02/16/16) – **Commissioner Doré made a motion to approve the minutes. Commissioner Fisher seconded the motion, and it carried, with all but Secretary Matte voting.**
3. Discussion with Brookfield Chamber of Commerce Executive Director Susan Queenan – Chair Kurfehs gave a brief review of the Economic Development Commission, its purpose and asked Chamber of Commerce Executive Director S. Queenan how the two groups may work together. S. Queenan stated that her goal is to try to do more networking with businesses throughout the different areas of the Brookfield community. Her hope is to work with the EDC to let business owners know what is going on as well as to help business owners throughout the Town. She stated that the Chamber will send out weekly emails, and the plan going forward is to include messages from elected officials in these upcoming Chamber newsletters. Commissioner Fisher asked if some of the businesses in the Four Corners are members of the Chamber, and S. Queenan briefly shared which businesses are members of the Chamber. When asked about underground utilities in the Town Center District, S. Queenan stated that she can ask the business owners in the Four Corners about their opinions of the underground utilities. Chair Kurfehs stated that before this type of survey is done, S. Queenan needs to have an idea of how the Town will be looking to move forward with the project. Commissioner Fisher shared his concerns, based on his history in the Town, about the Town’s pursuing underground utilities installation at this time. S. Queenan stated that from an aesthetic standpoint, the underground utility is the best option. Chair Kurfehs and Commissioner Fisher expressed their concerns relative to cost and timing. The need to coordinate with current developers was also mentioned. Secretary Matte noted the importance of putting the matter of underground utilities up for a vote by residents. Chair Kurfehs mentioned the difficulty of developers obtaining financing, and the desire of some developers to pursue construction of affordable rather than incentive housing. He stated that Town approvals are only the first step toward building a project.

S. Queenan noted that the Chamber of Commerce is a neutral party. S. Queenan stated that the first step seems to be that G. Dembowski, as the Grants Contract Project Manager for the Town Center District, should approach and speak with business owners about the

potential to move forward with Eversource to complete the plans for underground utilities. It was mentioned that at this point, the Town does not know how much money is needed for each owner to connect to electricity/underground electric.

S. Queenan offered to send an email to each business owner regarding the potential underground utilities. Commissioner Rositano stated that the business owners should be aware of the cost and get more information upfront. Chair Kurfehs noted the difficulty in identifying the property value increase associated with the installation of underground utilities. Chair Kurfehs reiterated the number of moving points to the development of the Town Center District, and he noted concern over slowing down any portion of the project. Commissioner Fisher stated that the Commissioners have different views on the matter of writing a letter of opinion about underground utilities, but each Commissioner respects the others' opinions. The Commission noted the need to obtain additional facts before moving forward. Commissioners also mentioned the importance of getting the business owners' opinions.

Commissioner Rositano asked what other surrounding towns are doing to increase business development, and Chair Kurfehs mentioned some of the tax incentives available in both Danbury and Bethel. Bethel has been currently undergoing studies on downtown development, and the focus there is on transit-oriented development. S. Queenan stated that she would like to see the Four Corners built as the residents had told it would be built. Chair Kurfehs also mentioned the building of the library, and the purpose of adding a library to function as a community center in a walk-able downtown area.

4. Review of Email dated 03/03/16 Re: Budget Needs (16-17 FY) – Chair Kurfehs noted the email he had sent to First Selectman Steve Dune regarding the Commission's request for future fiscal year funding. Chair Kurfehs also read the email sent from Greg Dembowski regarding currently available 15-16 fiscal year funds.
5. Update on Website Functioning & Newsletter Contact List – **Commissioner Fisher made a motion to set aside from the current fiscal year's budget \$300 for the changes of the website. Commissioner Doré seconded the motion, and it carried, with C. Rositano opposed.** Commissioner Rositano stated that he is opposed to the motion because he would prefer that the Commission first obtain a list of items to be updated per the designer's suggestions, then move forward with the complete details. E. Cole Prescott stated that when she speaks to Andrea Wagner in the upcoming weeks about the site, she will ask for her opinion about other items which may need to be resolved.
6. Information for News & "Blurb" Write-Ups: Articles available on *The Patch* – Chair Kurfehs stated that there have not been many news articles to post on the EDC website from *The Patch* and other sources. E. Cole Prescott mentioned *The Brookfield Daily Voice*, indicating that she had just heard about it as another online news option. The Commission briefly discussed a recent news article rating the status of Brookfield schools, and S. Queenan shared her opinion about the article with the Commission.
7. Other Discussion –
  - Email Re: Underground Utilities dated 02/23/16 – Chair Kurfehs mentioned that this email had been sent to First Selectman Steve Dunn, noting concerns of the potential

underground utilities installation. It was mentioned that First Selectman Dunn is invited to all Economic Development Commission meetings. The purpose of the Commission as an advisory board was briefly reviewed, and Commissioner Fisher indicated that he would prefer for the Commission to write an opinion about the Town's ongoing discussions of underground utilities installation. Commissioner Rositano stated that he is not ready to commit his name to an opinion without obtaining additional facts.

- Regional Forums Flyer & Email dated 03/04/16 – Chair Kurfehs noted that he had sent this information out to the Commission. Some of the Commissioners stated that they are planning to attend the event.
8. Adjournment: **At 8:48 PM, Commissioner Rositano made a motion to adjourn the meeting, and Secretary Matte seconded the motion. The motion carried unanimously.**

Next regularly scheduled Economic Development Commission meeting: 04/19/16