

DRAFT MINUTES
BROOKFIELD ECONOMIC DEVELOPMENT COMMISSION MEETING
TUESDAY, August 16, 2016 ROOM 209
7:00 PM

1. Convene Meeting: Chair Kurfehs convened the meeting at 7:02 PM with the following in attendance:
Present: Chair Hal Kurfehs; Vice Chair Greg Dembowski; Secretary Dave Matte; Commissioner Jim Fisher; Commissioner Carmine Rositano
Absent: Recording Secretary Emily Cole Prescott and Commissioner Paul LaTerra

Minutes prepared by E. Cole Prescott from a recording of the meeting.

2. Approval of Meeting Minutes (06/21/16; 07/19/16) – The June 21, 2016 minutes were tabled, due to a lack of quorum for approval. These minutes will be added to the next meeting agenda, for consideration of approval. There was discussion about a quorum of those who had attended the meeting, due to the fact that Commissioner Doré has since resigned. **Vice Chair Dembowski made a motion to approve the minutes of the July 19th meeting. Commissioner Rositano seconded the motion, and it carried, with Vice Chair Dembowski, Secretary Matte, Commissioner Rositano, and Commissioner Fisher voting.**
3. Public Comment – No public comments or motions.
4. Update and Discussion on Town Center District – Commissioner Dembowski gave an update on the Streetscape Project. He explained that the presentation was hosted last week about the ongoing work for the Town Center District. All of the Land Use Commissioners had been invited, and there were approximately seventy people in attendance. Chair Kurfehs noted concerns about the underground utilities, especially in reference to cost and time. He also noted that the work with the streetscape to date has been very good. The only cost estimate presented at last week's meeting was for the streetscape project. The new timing brings the information to voters around February. There is a commitment and target schedule to have the streetscape work done in the Fall of 2017. There was a brief discussion about how proposed underground utilities will be coordinated after the streetscape installation is complete. Commissioner Rositano also mentioned his concerns about the Town's current debt, and adding more to that debt. Vice Chair Dembowski shared that the Land Use Office has been receiving phone calls, asking when Brookfield Village plans to open. There was a brief discussion about the number of housing units and families within those units, and Chair Kurfehs and Secretary Matte explained that studies have shown that one and two bedroom units do not greatly impact the number of students in the school systems and the number of children in the community. Commissioner Fisher asked for a copy of the presentation document used at the previous meeting, which Vice Chair Dembowski will send. It was mentioned that residents will have the option to vote on this project. Commissioner Rositano noted that the turn-out options for voters will be higher if voting as the same time as the Town's budget. There are pieces of eleven parcels which this project (streetscape) is taking to make room for turning lanes, etc. Fifty-four borings had been done two weeks ago, and the report should be soon available. Vice Chair Dembowski also explained some

differences of the cables used in underground versus overhead utilities. Chair Kurfehs stated that his feedback about the presentation made last week was that people in general were very positive, but they did not understand the entire project. There will be presentations made to the Board of Finance and Board of Selectmen in September, that will encompass additional information and pictures. The Board of Selectmen will meet on the second Monday in September, due to the holiday.

5. Update on Website Functioning & Newsletter Contact List – No discussion or motions.
6. Information for News & “Blurb” Write-Ups – Chair Kurfehs is requesting Recording Secretary Emily Cole Prescott to locate a color copy of the 2015 Brookfield Housing Profile document from Dr. Raymond Sullivan and a copy of the August 13, 2016 News-Times article titled, “181-unit complex now OK’d for Four Corners” to upload into the appropriate place on the EDC website, www.brookfieldedc.org. The 2015 Housing Profile document should replace the 2013 version on this website.
7. Other Discussion – Vice Chair Dembowski is requesting a standing agenda item be added all future meetings. This agenda item should be named, “EDC Budget – Actual vs Plan”.
8. Adjournment – **Commissioner Fisher made a motion to adjourn the meeting at 8:16. Secretary Matte seconded the motion, and it carried unanimously.**

Next regularly scheduled Economic Development Commission meeting: 09/20/16