

**APPROVED MINUTES**  
**BROOKFIELD ECONOMIC DEVELOPMENT COMMISSION MEETING**  
**TUESDAY, September 20, 2016 ROOM 209**  
**7:00 PM**

1. Convene Meeting: Chair Kurfehs called the meeting to order at 7:05 PM with the following in attendance:  
**Present:** Chair Kurfehs; Vice Chair Dembowski; Commissioner LaTerra; Commissioner Fisher; Commissioner Rositano  
**Absent:** Secretary Dave Matte  
**Also Present:** Recording Secretary Emily Cole Prescott  
*Draft minutes revised by Chair Kurfehs on 09/28/16*
  
2. Approval of Meeting Minutes (06/21/16 & 08/16/16) – **Commissioner LaTerra made a motion to approve the draft minutes [of the June 21<sup>st</sup> meeting]. Commissioner Rositano seconded the motion, and it carried unanimously.**  
  
**Vice Chair Dembowski made a motion to approve the minutes of the next meeting [08/16/16]. Commissioner LaTerra seconded the motion, and it carried unanimously.**
  
3. EDC Budget – Actual vs. Plan – The Commission briefly reviewed the EDC budget. E. Cole Prescott will print out YTD Budget Reports for the Commission going forward.
  
4. Update and Discussion on Town Center District – Vice Chair Dembowski stated that the focus for the past two months has been the utility work and discussing the matter with property owners in the Town Center District. At this point, every property owner in the Town Center from the four gas stations to the businesses going south has been contacted regarding future work in the area. Vice Chair Dembowski, speaking as the Town’s Contract Grants Project Manager for the Town Center, explained that three utility poles are located in the middle of where the current sidewalk is proposed to be installed, and one of the poles is in the middle of one of Brookfield Village’s new driveways. These utility poles will have to be removed or relocated. Eversource is now working with the Town to compile a second optional cost estimate which would entail having poles on only one side of the road. He also explained that easements are required for sidewalk installation. The proposed sidewalks will be indicated within the TCD, so property owners can get a better picture of the sidewalk locations. Vice Chair Dembowski briefly explained to the Commission how zoning setbacks in the TCD work, when questioned about the property owners’ loss of developable land by granting easements to the Town. There is also work underway to reduce excessive driveways. Vice Chair Dembowski shared a map of the Town Center District as well as borings results. He indicated that the only location where there was unacceptable contamination was at boring #32, where soil will need to be replaced. With this current schedule, the matter is to be taken to the voters in February. Vice Chair Dembowski stated that he is also working on completion of another grant application for this project.

Chair Kurfehs indicated that he has concerns about sustainable growth in the area, especially since surrounding towns now already have either planned or developed many housing units. Chair Kurfehs explained that according to information he has received, hospitality and medical services are increasing at a faster rate than other occupations with greater potential to bring more tax revenue into the State. Fairfield County is considered to be doing well compared with the rest of the state, but the concern is how to maintain the economic health of the region, considering the economic weakness throughout the rest of the State.

5. Update on Website Functioning & Newsletter Contact List –
  - Google Analytics Report: Quarterly Overview – E. Cole Prescott presented the Google Analytics Report, from May through September.
  - Update to Fact Sheet – E. Cole Prescott shared that she has begun the process of revising the EDC’s original fact sheet, which contains some outdated information. Her revised draft will be presented to the Commission at their October meeting, with the original document for comparison.
6. Information for News & “Blurb” Write-Ups – The Commission looks for news articles to post when available.
7. Discussion of Commissioner Rositano’s recent newspaper article – The Commission discussed the article written by Commissioner Rositano. Commissioner Rositano shared his perspective of the State’s debt concerns with the Commission, noting that the State’s current debt now encompasses 13% of the annual budget spending, not including two large payments the State is expected to make in the upcoming years. Many wealthy individuals have decided to leave the State, choosing locations with better tax rates.
8. Other Discussion: Vice Chair Dembowski distributed copies of the Plan of Conservation and Development to the Commission. There are also copies available to view in the Land Use Office. The Planning Commission has welcomed a member of the EDC to offer feedback at one of its upcoming meetings.
9. Adjournment: **Vice Chair Dembowski made a motion to adjourn the meeting at 8:20 PM. Commissioner Fisher seconded and it carried unanimously.**

Next regularly scheduled Economic Development Commission meeting: 10/18/16