

**DRAFT MINUTES**  
**BROOKFIELD ECONOMIC DEVELOPMENT COMMISSION**  
**BROOKFIELD TOWN HALL – 100 POCONO ROAD**  
**TUESDAY, FEBRUARY 21, 2017 – ROOM 133**  
**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; Secretary Matte; Commissioner Fisher; Commissioner LaTerra; Commissioner Rositano  
**Absent:** Vice Chair Greg Dembowski  
**Also Present:** Recording Secretary Emily Cole Prescott
2. Approval of Meeting Minutes (01/17/17): **Secretary Matte made a motion to accept the minutes as presented. Commissioner LaTerra seconded the motion, and it carried unanimously.**
3. EDC Budget – Actual vs. Plan: Chair Kurfehs asked about the EDC budget proposal, as the EDC had approved at the previous meeting the addition of \$1,000 to the current budget. Upon inquiry from Chair Kurfehs, E. Cole Prescott suggested that Chair Kurfehs speak with the First Selectman’s Administrative Assistant for information on the submission process.
4. Update: Town Center District – Chair Kurfehs stated that the February 7, 2017 referendum has passed.
5. Economic & Community Development Manager’s Update: Chair Kurfehs shared the emailed update from Economic & Community Development Manager Betsy Paynter, as she was not able to attend tonight’s meeting. Chair Kurfehs shared the information with the Commission about the upcoming Fundamentals of Economic Development Workshop and asked Commissioners to mark their calendars for that date as well as to RSVP to Betsy Paynter. Chair Kurfehs reviewed each of the topics and updates with the Commission.
6. Update on Website Functioning & Newsletter Contact List:
  - Fact Sheet Revision Update – E. Cole Prescott distributed copies of the fact sheet to the Commission for their review. Chair Kurfehs asked the Commission to review and bring their comments to the next meeting.
  - Google Analytics Update: E. Cole Prescott agreed to contact Andrea Wagner about security options for the EDC website. The EDC still has 45 minutes of banked time to use with the original web designer.
7. Regional CEDAS Questionnaire, Focus Group and Data Analysis Research – Chair Kurfehs explained that the Comprehensive Economic Development Strategy will now be updated to reflect all eighteen municipalities that are part of WestCOG. There will be focus groups on different industries, and a report will be generated based on the feedback from these focus groups. Chair Kurfehs stated that a website had been generated based on previous work before WestCOG combined: [accesswesternct.org](http://accesswesternct.org).
8. Information for News & Blurb Write-Ups: Commissioner Fisher asked about updated photos of ongoing construction to post on the website. Buildings one and four are scheduled for completion in Fall 2017. Upon inquiry from Commissioner Fisher, Chair Kurfehs stated that the Town now has more than two percent of affordable housing stock.

The moratorium application process is quite long. Chair Kurfehs noted ongoing challenges for developers securing financing in the area. Chair Kurfehs suggested that it may be helpful if the Town looks to incentivize some of these approved, but not yet built developments.

Commissioner LaTerra asked what impact rental properties have on the tax base, questioning whether this increase will have an impact on the schools. Chair Kurfehs replied that there have been many studies indicating that one- and two- bedroom apartments do not impact the school systems. Chair Kurfehs also explained that development of one story on one acre of land does not have as high a return on investment to the town as does development of three stories on one acre.

Commissioner LaTerra stated that there are fewer people entering Connecticut, but area towns are building more apartments. There was question as to whether the apartments will be fully rented. The Commission briefly discussed Kensington Gardens in Newtown, CT. Commissioner Fisher noted the declining student population in several surrounding towns and communities. Commissioner Fisher also noted the need to increase student enrollment, and how enrollment affects housing values. Real estate markets are increasing in other parts of the country, especially in larger cities such as New York, San Francisco, and Washington, D.C. Chair Kurfehs stated that he will be a speaker at the Partnership for Strong Communities in Hartford, CT on Friday.

9. Other Discussion:

- Membership – The Commission noted that there is one vacancy. There are two interested parties – one from the Democratic and one from the Republican party.
- State’s Budget: The Commission discussed the State’s budget, noting that many expenses will be passed down to the towns, causing increases in the millions for many municipalities. Chair Kurfehs mentioned the brain and wealth drain throughout the State of Connecticut.

10. Adjournment: **Commissioner Fisher made a motion to adjourn the meeting at 8:01 PM. Secretary Matte seconded the motion, and it carried unanimously.**