## **Logo, company name Description automatically generatedTown of New Fairfield**

**4 Brush Hill Road**

**New Fairfield, Connecticut**

**ECONOMIC DEVELOPMENT COMMISSION**

**REGULAR MEETING MINUTES**

Present: Myke Furhman

Kathleen DiTullio

James Kloos

Greg Manning

Michael Kiviat

Mark Werner

Also Present: Evan White, Zoning Enforcement Officer

**Call to Order**

Mr. Furhman called the meeting to order at 8:02 pm followed by the Pledge of Allegiance.

**Approval of Minutes – October 21, 2022**

*Mr. Kloos moved to approve the minutes of October 21, 2022, seconded by Mr. Werner and passed 5-0-1.*

*Aye: Werner, Kloos, DiTullio, Manning, Kiviat*

*Abstain: Furhman*

**Opening Public Comment & Participation**

There were none.

**Correspondence & Announcements**

Mr. Furhman said they may have a seventh member soon to fill the vacant spot.

**OLD BUSINESS**

**Signs Update**

**I. Directional to Business District**

Mr. Manning said he is still waiting for two companies to give him a quote but he has the general sign design and thought a target date to install might be in March.

**EDC Commission Participation in upcoming New Fairfield Events**

Will discuss with Carol Sing.

**ARPA Funding Update/Small Business Grants**

Mr. Furhman said he has passed along the New Milford and Newtown small business applications and he expects the Committee will be asked to set up requirements for New Fairfield.

Mr. Kloos said the allotted amount is $150,000.

**EDC Sponsored Activities**

**I. Holiday Carol Sing – December 10**

1. **Holiday Pop Up**
2. **Sponsors**
3. **Food Trucks/ Vendors**

Mr. Furhman said the event is scheduled for December 10th with a rain date of December 11th. Cards with the event have been printed for distribution at upcoming New Fairfield events. Mr. Kloos said he would be at the library with Santa on Saturday and would hand out cards there and at the parade. He asked about the signs that were used last year.  He said he could buy some vinyl letters perhaps to stick on the bottom of the signs with the new date and time.

Mr. Furhman asked about advertising in the Tribune and Mr. Kloos said last year they ran one two weeks before and one one week before. Mr. Furhman suggested the EDC spend up to $400 to advertise.

*Mr. Furhman moved to expend up to $400 for advertising the EDC sponsored carol sing, seconded by Mr. Kloos and passed unanimously.*

*Aye: Werner, Kloos, DiTullio, Manning, Kiviat, Furhman*

Mr. Furhman suggested the Commission try some digital advertising such as Facebook and Instagram. Mr. Manning asked the cost and Mr. Furhman said $50 per week should be sufficient. Mr. Manning said he would reach out to the song book sponsors to see if they would consider increasing their sponsorship to cover the digital costs. Ms. DiTullio suggested advertising on the Next Door ap and Mr. Furhman said he would look into that.

*Mr. Furhman moved to expend up to $150 for digital advertising for the EDC sponsored carol sing, seconded by Ms. DiTullio and passed unanimously.*

*Aye: Werner, Kloos, DiTullio, Manning, Kiviat, Furhman*

Mr. Kloos said he felt like more lights could be used at the field to illuminate the area. Mr. Kiviat thought lights on the railing would help. Mr. Furhman found some lights on Amazon that had 200 lights and were 89 feet long.

*Mr. Furhman moved to expend $55 on lights for the field at the EDC sponsored carol sing, seconded by Mr. Werner and passed unanimously.*

*Aye: Werner, Kloos, DiTullio, Manning, Kiviat, Furhman*

Mr. Furhman asked if there would be candy canes and Mr. Manning said Webster Bank would do something. Ms. DiTullio said she had reached out to Dunkin for hot chocolate.

Mr. Furhman asked about a stipend for Santa and all agreed to set an amount up front.

*Mr. Furhman moved to expend $250 for Santa for the EDC sponsored carol sing, seconded by Mr. Manning and passed unanimously.*

*Aye: Werner, Kloos, DiTullio, Manning, Kiviat, Furhman*

Mr. Furhman said Brittany Tharpe will set up a table and the taco truck is back again. Mr. Kiviat said Old 39 will set up a table to sell chili or soup and the Ridgeways will set up a table to hand out the hot chocolate. He said they also will have a couple of other vendors.

Mr. Furhman asked who arranged for the police last year and Mr. Manning said it was Pat DelMonaco.

**Adopt A Spot**

Ms. DiTullio said she is working on a draft of the proposal and would get it to the members before the final draft.

**Community Outreach as it Concerns Economic Development**

**A. Planning POCD**

**B. Zoning Regulation Updates**

Mr. White said the Commission is getting the interviews underway to determine which consultant they will work with on the Zoning regulation updates.

**NEW BUSINESS**

**New and Prospective Businesses**

Mr. White said there was no new businesses that had come to Zoning.

**2023 Meeting Schedule**

Mr. Furhman said he would put together a google form to determine best meeting dates for 2023.

**Closing Public Comment**

Ms. DiTullio asked if the EDC could discuss decorating the signs for the upcoming holidays as the fall décor has been taken down. Mr. Manning suggested Halas be asked if they have a temporary sign that they could put up since they have donated the decorations in the past.

Ms. DiTullio said she handed out the commercial postcards to a group of commercial realtors and it was very well received.

Michelle Delcourt said she was interested in joining the EDC and thought what the Commission was doing was vital to the Town.

Mr. Furhman said he had reached out to First Selectwoman Pat DelMonaco about changing the name of the Commission to Economic and Community Development Commission.

**Adjourn**

*Ms. DiTullio moved to adjourn the meeting at 9:21 pm, seconded by Mr. Furhman and passed unanimously.*

*Aye: Werner, Kloos, DiTullio, Manning, Kiviat, Furhman*

Minutes recorded by:



Recording Secretary

**Received by email on 11/23/2022 @ 10:32 a.m.**

**By: Holly Z. Smith, Town Clerk, New Fairfield**