



Town of New Fairfield
4 Brush Hill Road
New Fairfield, Connecticut

ECONOMIC DEVELOPMENT COMMISSION
SPECIAL MEETING MINUTES
Wednesday, October 18, 2023 - 7:00 p.m.



Present: Myke Fuhman, Chair
Mark Werner
Kathleen DiTullio
Michael Kiviat
Greg Manning

Also Present: Pat Del Monaco, First Selectwoman
Evan White, Zoning Enforcement Officer

The meeting was called to order at 7:01 pm followed by the Pledge of Allegiance.

Opening Public Comment & Participation

There was none.

Approve Minutes of September 18, 2023

*Mr. Fuhman moved to approve the minutes of September 18, 2023 as submitted, seconded by Ms. DiTullio and passed unanimously.
Aye: Fuhman, Werner, DiTullio, Manning, Kiviat*

Correspondence & Announcements

There was none.

OLD BUSINESS

ARPA Funding Update/Small Business Grants

Mr. Fuhman said there have been some stragglers coming in for funding. There is still about \$35,000 remaining or 7 grants. Mr. Werner asked about those that were not complete early on and Mr. Fuhman said all but one did complete the application as required.

Ms. DelMonaco said all funds need to be encumbered by the end of the fiscal year 2024 not the end of this calendar year.

EDC Sponsored Activities

I. Fall Home Expo

Ms. DiTullio said the Expo had to be cancelled when there were only 10 confirmed vendors. She suggested maybe they try this again in the Spring. Mr. Werner thanked Ms. DiTullio for the work she had done so far and felt that spring time might be a better time.

Mr. Manning also suggested trying to get this set up for the spring but also said they need to figure out the certificate of insurance issue that came up before this expo was cancelled.

Ms. Del Monaco said she was not aware that the insurance requirement had changed and she said she would look into it.

Mr. Fuhman suggested maybe a February timeframe and said a subcommittee should be formed for the home show.

Mr. White suggested doing the show earlier was a good idea as land use gets asked all the time for builders, landscapers, etc. He suggested calling it a home and trade show. Mr. Werner said it would be good for land use to have a table to explain the process homeowners have to go through for home improvement projects.

II. Holiday Carol Sing/Pop Up Shop

Mr. Fuhman said James Kloos was going to reserve the field for the carol sing. He said it would be good to get sponsors for the event including for the songbooks. Mr. Manning said he would reach out to Drs. Brandon and Quimby. Mr. Fuhman said some new lawn signs need to be printed. He said the marketing budget would include yard signs, business cards, ads in the Town Tribune and social media posts. He suggested \$600 for the marketing budget.

*Mr. Fuhman moved to approve an appropriation up to \$600 for lawn signs, social media and online posts, Town Tribune advertisements and business cards with date and time of the event, seconded by Mr. Werner and passed unanimously.
Aye: Fuhman, Werner, DiTullio, Manning, Kiviat*

III. Business Owner Happy Hour

Mr. Fuhman said they should give the business owners happy hour one more try and Mr. Manning said maybe doing it during a colder month and at a location such as the indoor golf center might draw a better turnout.

Mr. Fuhman suggested rebranding it as a business owner mixer. Ms. DiTullio said maybe they could offer a business or two an opportunity to do an “elevator” pitch. Mr. Manning said maybe they could bring in a guest speaker who might discuss insurance or 401k set up.

EDC Commission Participation in upcoming New Fairfield Events

I. Handout hot chocolate for November 26th event for P&R

Ms. DiTullio said Parks and Recreation had asked if EDC could be responsible for handing out hot chocolate at the November 26th Holiday Lights event. Commissioners said they were not sure they would be available that night.

NEW BUSINESS

New and Prospective Businesses

Mr. Fuhman said he was aware of a new business - Candlewood Corners Sushi.

Ms. DiTullio noted there was a column in the Town Tribune expressing dismay at the number of vacant units in Town. She felt there were far less than had been previously. Mr. Fuhman reminded all that it is election season. Ms. DiTullio suggested a letter should be sent inviting residents to come to an EDC meeting to discuss their concerns and maybe get answers to their questions. Mr. Fuhman said they should wait until after the election.

Proposed 2024 Meeting Schedule

All Meetings begin at 7 pm and are virtual

January 17, 2024 – Wednesday

February 21, 2024 – Wednesday

March 18, 2024 – Monday

April 15, 2024 – Monday

May 20, 2024 – Monday

June 17, 2024 – Monday

July 15, 2024 – Monday

August 19, 2024 – Monday

September 16, 2024 – Monday

October 21, 2024 – Monday

November 18, 2024 – Monday

December 16, 2024 - Monday

*Mr. Furhman moved to approve the 2024 EDC meeting schedule, seconded by Mr. Manning and passed unanimously.
Aye: Furhman, Werner, DiTullio, Manning, Kiviat*

Re-creation of various missing minutes from 2019 and 2020

Mr. Furhman said he received notification from the Town Clerk that various minutes were never filed during the turnover of the recording secretary. Ms. Barksdale said the Town Clerk is asking that some type of minutes are filed and per Robert's Rules of Order the simplest set of minutes would be who attended, what time the meeting started and ended and any motions made and actions taken. Mr. Furhman said he could estimate how long the meetings were and come up with an appropriation from supplies to the labor budget to get this done.

Closing Public Comment

There were none.

Adjournment

*Mr. Furhman moved to adjourn the meeting at 8:13 pm, seconded by Mr. Kiviat and passed unanimously.
Aye: Furhman, Werner, DiTullio, Manning, Kiviat*

Minutes recorded by:



Recording Secretary

Received by email on 10/23/2023 @ 8:30 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

