

Town of Fairfield
Office of Community & Economic Development
Final Minutes of Economic Development Commission Meeting
December 5, 2013

The Economic Development Commission of the Town of Fairfield held a meeting on December 5, 2013 at 8:00 a.m. in the Old Town Hall Conference Room.

PRESENT: Peter Penczer, Chairman; Don Peterson; Brian Silvestro; Sally Ward

ALSO PRESENT: Mark Barnhart, Director of Community and Economic Development

CALL TO ORDER: The meeting was called to order at 8:05 a.m.

Minutes: The minutes of the meeting of November 7, 2013 were approved.

Fairfield Shop & Stroll

Mr. Barnhart said that some Southport, Greenfield Hill and Grasmere merchants wish to participate. His department will be examining ways the town can be helpful to the smaller retailers. The Chamber of Commerce will be an active participant in the effort.

Community Theater

The EDC is working with the Executive MBA program at Sacred Heart University to evaluate the possibilities for this property. The conclusions of the study will be used to inform developers and potential investors. The students did a survey based on lists provided by the Fairfield Theater Company, the Chamber of Commerce, the Fairfield Museum and History Center, and the Fairfield School System. Eleven thousand responses were received. Next week, Mr. Barnhart and Mr. Penczer will attend a class at which the report on the survey will be presented. The expectation is that a business plan will be developed.

Budget/Goals for 2014

Mr. Barnhart said he saw no major changes from the 2013 budget request.

He asked the Commissioners to list their priorities for the coming year. Mr. Barnhart said he would like to see an effort to improve signage and make it consistent throughout downtown. It should provide directions and indicate parking areas. A logo of some sort would be an essential part of the signs. It would also have a way to provide community information in an accessible format. The effort should be extended to other parts of town.

Mr. Peterson suggested that the EDC should encourage the streamlining of the building permit process.

Mr. Penczer said that the EDC could encourage the town to update the Master Plan as mandated by the State.

2014 Meeting Schedule

Mr. Barnhart will distribute the meeting schedule to the members.

The meeting adjourned at 8:50 a.m.

The next meeting is January 9, 2014 at 8:00 a.m.

Respectfully submitted:

Gretchen Goethner