



TOWN OF NEWTOWN
Fairfield Hills Authority
MINUTES

The Fairfield Hills Authority Planning Advisory Subcommittee held on July 20, 2017 in Shared Meeting Room 3 at the Municipal Center, 3 Primrose Street, Newtown CT 06470

These minutes are subject to the approval of the FHA Sub-committee at their next meeting.

Present: Roger Cyr, Terry Sagedy, Amy Mangold (left at 9:59 am), Bob Rau (left at 9:45 am), Christal Preszler (left at 10:00 am), Wes Thompson (left at 9:45 am), Fred Taylor, Fred Hurley (arrived at 9:32 am).

Absent: Carl Samuelson, John Moore, George Benson

Public Participation: none

Also Present: Kim Chiappetta (clerk)

The meeting was called to order at 9:06 am.

Public Participation:
none

Minutes:

Roger Cyr asked for a motion to accept the minutes of July 6, 2017. Christal Preszler entertained. Wes Thompson seconded and all were in favor.

Business:

a) Campus Responsibilities list:

Due to time constraints, discussions began with campus responsibilities specifically in reference to the EDC. EDC Chairman, Bob Rau, began by informing the group of the need for a clearer definition of who is directly responsible for bringing commercial businesses to the Fairfield Hills campus. Christal mentioned the CIP process and bringing together the FHA and the EDC regarding vetting proposals. Wes expressed that he views the situation of Fairfield Hills similar to that of the Edmond Town Hall where both need to plan for their future. The group discussed Deep Brook West, which has been made the responsibility of the EDC to ready for commercial development. Wes explained that the EDC is ensuring the property is "shovel ready" before being marketed. Christal expressed that she views Deep Brook West as being outside of the campus property.

Roger expressed to the members that he sees the FHA Planning Advisory sub-committee as not quite part of the FHA. This sub-committee has been created to establish procedures to ensure all groups operate on campus efficiently. There needs to be an agreement among departments, and to ensure nothing happens disjointedly. Christal informed members that

a development process flow exists and that it will be distributed to sub-committee members to discuss at next meeting.

Roger informed the group that according to the charter the only solid tangible responsibility belonging to FHA is lease negotiation. Christal reminded everyone that many processes and procedures are already in place. EDC and FHA members discussed the marketing possibilities for the Fairfield Hills properties, and it was recommended that both can begin with creating a sell sheet. Christal reminded everyone the importance of reaching the short-term goals necessary to make the campus more attractive.

The group then discussed revising the Fairfield Hill Master Plan. Christal explained to everyone that this is done by an ad-hoc committee, and Amy advised that FHA members could volunteer. The group then continued discussing the various needs and wants for the campus

Terry asked for more information on the CIP (Capital Improvement Project) process. Fred explained the first part which is due in August is to identify projects for capital improvements. Christal and Fred provided further explanations and answered questions. Fred added that the CIP is a living document which can change, and that not all projects in the CIP are funded.

Fred informed the group that Energy Commission is looking into more solar options on the Fairfield Hills campus.

Assignments:

Master Plan Amendment - Roger will look into volunteering for the next Master Plan Amendment.

Fairfield Hills Development Process Flow – Christal will have the Development Process Flow distributed to the group and will review it in the next meeting.

Adjournment: With no further business, Roger made a motion to adjourn, Terry seconded and the meeting was adjourned at 10:08 am.

*Respectfully submitted,
Kimberly Chiappetta, Clerk.*