

PLANNING COMMISSION – REGULAR MEETING MINUTES
TUESDAY, August 9, 2022

I. CALL TO ORDER – Chair Leavitt-Smith called the meeting to order at 7:00pm.

II. ROLL CALL

Present: Town Planner, George McGregor; Assistant Town Planner, Savannah-Nicole Villalba; Chair, Erin Leavitt-Smith; Secretary, William Rice; Julie Eaton, Holly Beum, Donald Colantonio, Craig Maccormac, and Diane Prusunk

Absent: Joseph Campolieta and Marcus Furze

Craig Maccormac was appointed as a regular seated member for tonight’s meeting.

PLEDGE OF ALLEGIANCE

All present stood for the Pledge of Allegiance.

III. APPROVAL OF MINUTES OF THE JUNE 28, 2022 REGULAR MEETING

Secretary Rice made a motion to accept the Minutes of the June 28, 2022, Regular Meeting as written. Ms. Eaton seconded the motion.

MOTION: All in favor, no opposed, no abstentions. (5-0-0)

IV. NEW BUSINESS

1. Referral to the Planning Commission pursuant to CGS 8-24 for the acquisition of 56 Wolcott Road

The Commission received three referrals from the Board of Selectman to purchase the 10 acres of land adjacent to the landfill. Secretary Rice made a motion for a positive referral on the acquisition of 56 Wolcott Road consistent with the Plan for Conservation and Development. Mr. Colantonio seconded the motion.

MOTION: All in favor, no opposed, no abstentions. (5-0-0)

2. Referral to the Planning Commission pursuant CGS 8-24 for improvements to the Performing Art Center

Chair Leavitt-Smith inquired about the proposed start date, which is this fall. The Commission discussed the potential issues with the public restroom facilities overflow during events at the

46 Center. Mr. Colantonio made a motion for a positive referral for the improvements to the
47 Performing Arts Center consistent with the Plan for Conservation and Development. Secretary
48 Rice seconded the motion.

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50 **MOTION:** All in favor, no opposed, no abstentions. (5-0-0)

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52 **3. Referral to the Planning Commission pursuant to CGS 8-24 for Firetown Road**
53 **Sidewalk Construction**

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55 Secretary Rice sought clarification on which side of the road the sidewalk would be installed, it
56 was determined to run southwest. Mr. Colantonio inquired if the sidewalk would tie into the
57 bike trail and the potential connection was discussed by the Commission. Ms. Beum made a
58 motion for a positive referral for finding the Firetown Road Sidewalk Construction is consistent
59 with the Plan for Conservation and Development which seeks to provide for and maintain safe
60 and efficient circulation systems for pedestrians and bicycles. Secretary Rice seconded the
61 motion.

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63 **MOTION:** All in favor, no opposed, no abstentions. (5-0-0)

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65 **4. Discussion**

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67 **a. POCD Scope**

68 It was suggested to make a cheat sheet and analysis of who is responsible for what on the POCD
69 update and to have a quarterly follow up. Also, public engagement such as an online survey was
70 also suggested.

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72 **b. Consultant Selection Process**

73 George gave a background of the process of what will happen. Staff will request a proposal
74 from a couple of firms for work on the POCD as part of their due diligence. Chair Leavitt-Smith
75 moved the planning director and staff to request a proposal from Planimetrics to begin work
76 with us on updating the POCD. Ms. Beum seconded the motion.

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78 **MOTION:** All in favor, no opposed, no abstentions. (5-0-0)

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80 **c. Joint Conservation Commission/Inland Wetlands and Watercourses Agency**
81 **Meeting**

82 Chair Leavitt-Smith attended the Open Space Work Group meeting recently where Ms. Winters
83 indicated that she would like to meet with the Commission to discuss the POCD. Chair Leavitt-
84 Smith will contact Ms. Winters to see if she would prefer to have a joint meeting with the
85 Commission or if the Commission should invite Ms. Winters to speak at a meeting.

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87 **d. Appointment of Holly Beum as an Ad-Hoc Member of the Sustainability**
88 **Committee**

89 The Commission discussed that the Sustainability Committee merged with Clean Energy Task
90 Force. The Commission appointed Ms. Beum to be the Ad-Hoc member of the Sustainability

91 Committee. Secretary Rice might know a member of the public that would also sit on the
92 committee.

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94 **MOTION:** All in favor, no opposed, no abstentions. (5-0-0)

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96 **5. PA-490 Open Space Discussion**

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98 Per Ms. Eaton’s request, George and Savannah-Nicole gave clarification on the parcels of open
99 space and discussed each parcel individually. There are currently 2 parcels that are on the open
100 space map currently receiving the reduced open space assessment. 7 parcels are not in
101 compliance to receive a reduced open space assessment, staff will reach out to the owners of
102 these parcels. The Commission needs to look at other parcels that they want to protect and make
103 them part of the POCD.

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105 **V. CORRESPONDENCE** – Nothing

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107 **VI. ADJOURNMENT**

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109 Chair Leavitt-Smith adjourned the meeting without objection at 8:07pm.

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111 Respectfully submitted,

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113 Jackie Lachance, Commission Clerk