



Planning and Zoning Commission, Town of East Haddam Land Use Office

Regular Meeting Minutes
May 9, 2017
(Not yet approved by the Commission)

1. CALL TO ORDER: Mr. Curtin called the meeting to order at 7:15 p.m. at the Town Grange.

2. ATTENDANCE

COMMISSIONERS PRESENT: Crary Brownell-Chairman (arrived 7:30 p.m.), James Curtin (regular member), Bernard Gillis (regular member), Harvey Thomas (regular member), Richard Pettinelli (alternate member) and Martha Hansen (alternate member).

COMMISSIONERS ABSENT: Kevin Matthews (regular member), Louis Salicrup (regular member), and Edward Gubbins (regular member).

OTHERS PRESENT: Jim Ventres (Land Use Administrator), Marilyn Gleeson, 1 citizen, and Ruth Ziobron (Recording Secretary).

Ms. Hansen was seated for Mr. Matthews and Mr. Pettinelli was seated for Mr. Gubbins.

3. MINUTES

Motion passed unanimously to approve the April 25, 2017 meeting minutes as amended:

-under 3, Minutes, change amendment, strike "Mr. Gillis" and replace with "Mr. Salicrup" throughout.

4. BILLS

-East Haddam News \$52.50

Motion by Mr. Thomas, second by Mr. Gillis and unanimously passed to approve the bill as presented.

Motion by Mr. Pettinelli, seconded by Mr. Gillis to change the order of the agenda and proceed to ZEO reports. Motion passed unanimously.

5. ZEO REPORT

East Haddam Swing Bridge-waiting for the preliminary DOT report.

Sillmanville Road Court Cases-nothing new.

Powerhouse Road Court Case-waiting for appraisal.

Violations-nothing new.

Mr. Ventres explained the current GSI system did not include up to date building footprints. The cost to digitize the buildings would be \$5,500 and is included in this year's budget. Mr. Ventres reviewed the proposed system.

Motion by Mr. Curtin, second by Mr. Pettinelli and unanimously passed to authorize the expenditure of \$5,500 for GSI mapping.



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Mr. Ventres reported the manufacturer of the digital recorder did not offer additional microphones for the unit and that he would continue researching a better sound system.

6. Discussion

a. Plan of Conservation & Development

The following documents were reviewed and discussed. They are filed at the Land Use Office.

- Town examples of Plan of Conservation and Development findings and summary.
- Sample letter sent to boards and commissions requesting Planning and Zoning Commission attendance at their meetings to discuss questions for the survey for The Plan of Conservation.
- Spreadsheet of similar Town's recently completing a Plan of Conservation including population, demographics and if they used a consulting firm.
- Spreadsheet of town board and commission meeting dates. Commission members volunteered to attend confirmed meetings. Mr. Gillis reviewed the EDC meeting he attended.

It was decided to interview consultants to help develop a community survey for the Plan of Conservation and Development. Mr. Brownell questioned if there was money in the budget to hire a consultant to which Mr. Ventres replied yes. Mr. Ventres suggested a subcommittee be formed from various town boards, committees and commissions.

Mr. Ventres agreed to develop a draft RFP for discussion at the next meeting.

7. Adjournment

Motion by Mr. Pettinelli to adjourn at 8:17 p.m. seconded by Mr. Curtin and unanimously passed.

Respectfully Submitted,

E. Ruth Ziobron
Recording Secretary