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[www.rivercog.org](http://www.rivercog.org)

Chester, Clinton, Cromwell,  
Deep River, Durham, East Haddam,  
East Hampton, Essex, Haddam,  
Killingworth, Lyme, Middlefield,  
Middletown, Old Lyme,  
Old Saybrook, Portland, Westbrook

**LOWER CONNECTICUT RIVER VALLEY REGIONAL PLANNING COMMITTEE  
APPROVED MINUTES OF REGULAR MEETING**

Monday, April 24, 2017

7:00 p.m.

Lower Connecticut River Valley Council of Governments Conference Room  
145 Dennison Road

**Members:**

Chester: Vacancy  
Clinton: Alan Kravitz  
Jack Scherban  
Cromwell: Alice Kelly \*  
Vacancy  
Deep River: Bruce Edgerton \*  
Bill Burdick  
Durham: Frank DeFelice \*  
Joe Pasquale  
East Haddam: Crary Brownell  
Lou Salicrup  
East Hampton: Meg Wright \*  
Michael Kowalczyk  
Essex: Alan Kerr \*  
Vacancy  
Haddam: Stasia DeMichele  
Raul deBrigard  
Killingworth: Stephanie Warren \*  
Alec Martin \*  
Lyme: Vacancy  
Middlefield: Robert Johnson  
Vacancy  
Middletown: Beth Emery \* (7:15)  
Vacancy  
Old Lyme: Harold Thompson  
Vacancy  
Old Saybrook: Kenneth Soudan \*  
Karen Jo Marcolini \*  
Portland: Vacancy  
Westbrook: Bill Neale \*  
Marie Farrell

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\* Members Present

**Others Present:**

Laurel Stegina, FHI

**Staff Present:**

Sam Gold, AICP  
Judy Snyder  
Torrance Downes  
Jon Curtis  
Nate Hougrand

**1. CALL TO ORDER / ROLL CALL / SEATING OF ALTERNATES**

Chairman DeFelice called the meeting to order at 7:08 p.m. The members introduced themselves and attendance was taken. There were no alternates to be seated.

**2. AMENDMENTS TO AGENDA / APPROVAL OF AGENDA**

Frank DeFelice stated that representatives from Fitzgerald and Halliway, Inc. (FHI), asked that the agenda be amended to allow for their presentation of the upcoming workshops.

*Upon motion of Bill Neale, seconded by Bruce Edgerton, it was unanimously voted to approve the amended agenda.*

Laurel Stegina told the members that FHI has been working on presentations to be made at the workshops and pop-ups as an outreach effort to involve as many people as possible in the collection of data for the POCD. Public input is essential to the plan. Ms. Stegina spoke about different ways to get the attention of the public and have them answer questions to which are important to them. Frank DeFelice suggested that zip codes be used to identify what area of the state the people answering the questionnaires are living. Bruce Edgerton suggested there could also be a bulletin board with a map of the region so people could “pin” where they work, live, and own property. Different dates were discussed for the workshops and the members were asked if there will be any upcoming activities in their towns where a pop-up event could be scheduled. Sam Gold stated that FHI will present the first workshop and then the COG and RPC members will conduct the remaining events. Ken Soudan said that civic clubs and organizations could be contacted for help and the swell of the beach community in the summer could greatly add to the participation at a pop-up. Beth Emery felt that before a workshop is scheduled prom night and graduation dates should be confirmed as to not scheduling a conflict. Stephanie Warren asked who would contact the public. Sam Gold said that the RPC members, staff and advertising would be used. He stated that business type cards will be printed and then can be distributed to the public, also newspapers, press releases would be used. Frank DeFelice said that people loved the clickers to answer questions. A list of the proposed questions will be e-mailed to the members for their review.

**3. ELECTION OF OFFICERS**

Frank DeFelice said that a temporary Chairman needed to be nominated during the election of officer’s process.

Frank DeFelice opened the meeting to nominations for officers of the RPC.

*Upon motion of Stephanie Warren, seconded by Alan Kerr, it was unanimously voted to nominate and elect Alice Kelly as the temporary Chairman for this portion of the meeting.*

Alice Kelly asked for nominations for the position of Chairman. Stephanie Warren nominated Frank DeFelice. Ms. Kelly asked if there were any other nominations. There were no other nominations.

*Upon motion of Bruce Edgerton, seconded by Beth Emery, it was unanimously voted to close the nominations for the position of Chairman.*

*Upon motion of Bill Neale, seconded by Bruce Edgerton, it was unanimously voted to elect Frank DeFelice for the position of Chairman of the Lower CT River Valley Regional Planning Committee for the 2017 term.*

Alice Kelly asked for nominations for the position of Vice Chairman. At the present time Raul deBrigard holds this position.

*Upon motion of Bruce Edgerton, seconded by Ken Soudan, it was unanimously voted to nominate Raul deBrigard for the position of Vice-Chairman.*

*Upon motion of Bruce Edgerton, seconded by Beth Emery, it was unanimously voted to close the nominations for the position of Vice-Chairman.*

*Upon motion of Bruce Edgerton, seconded by Beth Emery, it was unanimously voted to elect Raul deBrigard for the position of Vice-Chairman of the Lower CT River Valley Regional Planning Committee for the 2017 term.*

Alice Kelly asked for nominations for the position of Secretary.

*Upon motion of Frank DeFelice, seconded by Beth Emery, it was unanimously voted to nominate Bruce Edgerton for the position of Secretary.*

*Upon motion of Beth Emery, seconded by Frank DeFelice, it was unanimously voted to close the nominations for the position of Secretary.*

*Upon motion of Beth Emery, seconded by Frank DeFelice, it was unanimously voted to elect Bruce Edgerton for the position of Secretary of the Lower CT River Valley Regional Planning Committee for the 2017 term.*

The slate of officers for the 2017 term is as follows:

Frank DeFelice – Chairman  
Raul deBrigard – Vice Chairman  
Bruce Edgerton - Secretary

**4. PUBLIC COMMENTS**

Frank DeFelice asked if anyone from the public wished to speak. There was no one at this time.

**5. DISCUSSION ON MEETING ATTENDANCE AND QUORUM REQUIREMENTS**

Frank DeFelice spoke about the lack of a quorum and the reasons for cancelling the meetings. He said that three towns are not represented at all and other towns have members that never come to the meetings. He asked Sam Gold to speak to the CEOs and if the member is not interested maybe an alternate would come. Ideas were discussed such as lowering the number needed for a quorum or the simple majority present votes. Bruce Edgerton felt that the number of members needed for a quorum should remain the same.

**6. REFERRALS:**

Bill Neale spoke about an area between I-95 and the railroad exit 66 in Westbrook.

**7. REGIONAL POCD:**

- a. Discussion of Updates to Housing and Demographics Sections

Jon Curtis told the members to e-mail him with any feedback they had in regarding to the housing or demography sections. Alice Kelly, Bruce Edgerton, and Ken Soudan stated that they liked the sections.

- b. Discussion of Base Map Template

Jon Curtis showed the members a map template of the COG towns. The members complained that the names of the towns were blurry. Mr. Curtis and Dan Bourret will review and possibly revise the map.

- c. Discussion of Schedule Moving Forward

Jon Curtis said that more sections will be ready to review at the May 22<sup>nd</sup> RPC meeting.

- d. Update on Status of Public Events

Jon Curtis said that Margot Burns has been spearheading workshops on a long term recovery land use resiliency plan, community flood resilience study, communications and outreach meetings. Frank DeFelice asked where the data originating from. Jon Curtis stated that they are looking at historical events.

**8. EXECUTIVE DIRECTOR'S REPORT**

Sam Gold told the members that the COG offices will probably be moving in July. A decision to where will be made soon.

Sam Gold spoke about the federal regulation that passed in January to force all the MPOs to merge. He said that it was finalized the last day of the Obama administration and since then the Senate has voted to repeal it and a vote is expected for the US House to do the same.

Sam Gold said that the state budget is a mess and tax increases are coming. One of the ways the state wants to remedy this situation is to cut funding to towns and send towns bills for teacher pensions.

**9. APPROVAL OF DECEMBER 19, 2016 MINUTES**

*Upon motion of Bruce Edgerton, seconded by Beth Emery, it was voted to approve the minutes of the December 19, 2016 meeting.*

**10. MISCELLANEOUS**

Frank DeFelice mentioned that the stream flow regulations draft maps are on line if anyone would like to review them and give comments.

**11. ADJOURNMENT**

*Upon motion of Bruce Edgerton, seconded by Alan Kerr, it was unanimously voted to adjourn the meeting at 9:30 p.m.*

Respectfully submitted,

Judith Snyder  
Recording Secretary