



145 Dennison Road
Essex, CT 06426
860/581-8554 FAX: 860/581-8543
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 AMENDED MINUTES OF REGULAR MEETING

Monday, May 22, 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 *
Chris Cambareri *
Deep River: Bruce Edgerton
Bill Burdick
Durham: Frank DeFelice *
Joe Pasquale
East Haddam: Crary Brownell
Lou Salicrup
East Hampton: Michael Kowalczyk
Vacancy
Essex: Alan Kerr *
Vacancy
Haddam: Stasia DeMichele
Raul deBrigard *
Killingworth: Stephanie Warren *
Alec Martin *
Lyme: Vacancy
Middlefield: Robert Johnson
Vacancy
Middletown: Beth Emery * (7:12 p.m.)
Vacancy
Old Lyme: Harold Thompson
Vacancy
Old Saybrook: Kenneth Soudan *
Karen Jo Marcolini
Portland: Vacancy
Westbrook: Bill Neale *
Marie Farrell *

* Members Present

Staff Present:

Sam Gold
Judy Snyder
Jon Curtis
Torrance Downes

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.

2. AMENDMENTS TO AGENDA / APPROVAL OF AGENDA

Upon motion of Alice Kelly, seconded by Alan Kravitz, it was unanimously voted to approve the agenda.

3. PUBLIC COMMENTS

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

4. DISCUSSION ON MEETING ATTENDANCE AND QUORUM REQUIREMENTS

Frank DeFelice introduced the new Cromwell representative Chris Cambareri and briefly described what the RPC's role is in the region.

Frank DeFelice spoke about the attendance and lack of a quorum which makes moving forward with the plan difficult. He attended last month's RiverCOG meeting and asked the First Selectmen to help get the vacancies filled on the Committee so each town would be represented. He ~~stated~~ **suggested** that the RPC will have informational meetings even if a quorum is not present. The sections of the plan will be sent in advance of the meeting for the members to review and make comments. Sam Gold said that a representative from the town of Portland will be present at the next meeting. Mr. DeFelice said that he had been contacted by Meg Wright and she has decided to step down from the Committee as the East Hampton representative. Mr. Gold will send her a letter of appreciation.

5. REFERRAL

- a. Farm Wineries in the Rural Residential (RU) District Town of Wallingford (South Central COG; Durham, Middlefield)

Torrance Downes presented the proposed referral to expand the regulations concerning farm wineries initiated by Paradise Hills Vineyard and Winery in Wallingford. The RPC received this referral because the Rural Residential District Zone abuts the towns of Durham and

Middlefield. Although at this time this particular proposal does not directly affect the towns of Durham or Middlefield, if the regulation was amended it could affect these towns in the future. The neighbors of the winery objected to the regulation changes because of the increase in traffic, insufficient parking on-site forcing vehicles to be parked in the road and holding large events that would create loud noise and music.

Members discussed the possibility of ~~creating~~ using agricultural and farm model regulations in their own towns. Mr. Downes will ask the RiverCOG Regional Agriculture Council to develop a template for regulations to address this issue.

Upon motion of Stephanie Warren, seconded by Alice Kelly, it was unanimously voted to notify the town of Wallingford that in general the Committee supports the winery, however it was the consensus of the members that there would be inter-municipal impact if this type of establishment were abutting the towns of Middlefield or Durham. The regional concern is that traffic would increase on residential streets, parking could be a problem if allowed on the street, and with large events loud noise and music could be a disturbance to the neighbors.

6. REGIONAL POCD

a. Discussion of Updates to the Transportation Section

Jon Curtis presented the transportation portion of the POCD. Frank DeFelice said he would like to see a recommendation section at the end of each chapter to address the questions such as where are we going, and what are we going to do.

Alice Kelly asked that page numbers and last revision dates be placed on each document.

Beth Emery said that different types of trails should be noted in the plan such as bike, walking or multi-purpose trails. Sam Gold stated that there are several various trail types and bike paths.

b. Discussion of Proposed Schedule

Jon Curtis distributed and explained the timeline table divided into months (May 2017-September 2018) and sections (RPC meetings section/discussion topics, Public Outreach, Surveys, Website, Professional Outreach, Commission Outreach and pop-ups).

Alice Kelly made note that there is a State, Regional, and Town Plans of Conservation and Development. Sam Gold said that the State Plan is updated every 5 years, the next being in 2018 and the town and regional plans are updated every 10 years. He said that the State Office of Policy and Management has contacted him asking to set up meetings in our region for the state to hold its public hearing. They are proposing one meeting with the public hearing or an optional second meeting. One meeting would be to review the regional guide map and the second meeting would be the public hearing. Frank DeFelice asked if the regional guide map had been changed from census block format to something else. Mr. Gold stated that it is in the census

block format. Mr. DeFelice asked who would be invited to this public hearing. Mr. Gold stated that there would be a public hearing notice in a newspaper and an invitation would be sent to all town planners, zoning enforcement officers, the COG members, and land use departments.

c. Update on Status of Public Events

Frank DeFelice asked about the outreach to the towns. He suggested that the 20 question survey be distributed at a Planning and Zoning Commission meeting, have the members answer the survey and mail the questionnaires back to the RiverCOG for compiling. Mr. DeFelice asked members for ideas on how to get other people in your town involved.

Ken Soudan said that people like to have items in their hands and he felt that asking his commission at a meeting to complete the survey would not be a problem. Stephanie Warren agreed that her commission would be willing to also do this.

Frank DeFelice asked Judy Snyder to make copies of the survey, with instructions, and mail to the town's Planning and Zoning Commission. Also included in the mailing will be the business cards with the RiverCOG website and dates of upcoming events. Sam Gold felt that having the survey completed in paper form will take the staff much long to compile and if possible have the commission members complete the survey on their Smart phones at the meeting. It was asked if additional questions could be asked of the commissioners at a later date. Beth Emery was hesitant to approach her commissioners for a second time. Raul deBrigard said that it would be helpful if the ZOOP members had received the questions with instructions before distributed to the commissioners. Stephanie Warren felt that the questions presented are good for the general public, but should be refined for the professionals. Jon Curtis stated that the next ZOOP meeting will be in August. Alan Kravitz suggested that the questions be sent to the planners now and see what their responses are compared to the general public. Sam Gold said that everyone could be sent the survey now and ask the planners to identify themselves on the questionnaire. Frank DeFelice said that the survey will be sent to the planners now and to also make it available to the public. Alice Kelly stated that she will distribute the survey to her commission members and Mr. DeFelice agreed he will do the same.

Frank DeFelice asked Mr. Curtis to explain FHI's role in the pop-ups. Mr. Curtis said that FHI will have a spin wheel game in which people will be asked a question after the spin of the wheel. Business cards with upcoming events will be distributed. Mr. DeFelice said he will be at Durham's Farmer's Market, Alice Kelly and Stephanie Warren (July) said that they will also be at their town's Farmer's Markets.

7. EXECUTIVE DIRECTOR'S REPORT

Sam Gold said because of the State's financial situation some cuts have been proposed that will adversely affect the RiverCOG. He said that preparing a budget for the RiverCOG is difficult because of the uncertainty within the state.

Mr. Gold announced that the RiverCOG will be moving to Haddam in July and another location for the July and possibly the August meetings will be arranged.

8. APPROVAL OF APRIL 24, 2017 MINUTES

Upon motion of Alice Kelly, seconded by Bill Neale, it was voted to approve the Minutes of the April 24, 2017 RPC meeting.

Alan Kravitz abstained from voting.

9. MISCELLANEOUS

There were no issues at this time.

10. ADJOURNMENT

Upon motion of Alice Kelly, seconded by Bill Neale, it was unanimously voted to adjourn the meeting at 9:37 p.m.

Respectfully submitted,

Judith Snyder
Recording Secretary