LOWER CONNECTICUT RIVER VALLEY REGIONAL PLANNING COMMITTEE
MINUTES OF REGULAR MEETING
Monday, May 18, 2020 – 6:00 pm
Virtual Zoom Meeting

Members:
Chester
  Mike Sanders
Clinton
  Alan Kravitz * (6:15)
  Martin Jaffe
Cromwell
  Chris Cambreri *
  Anthony LaCava *
Deep River
  Bruce Edgerton
  Tony Bolduc
Durham
  Frank DeFelice *
  Joe Pasquale
East Haddam
  Crary Brownell
  Lou Salicrup
East Hampton
  Michael Kowalczyk *
Essex
  Sandra Childress *
Haddam
  Raul deBrigard * (7:00)
  Stasia DeMichele
Killingworth
  Alec Martin * (until 6:45)
  Stephanie Warren *
Lyme
  Mary Stone
Middlefield
  Vacancy
Middletown
  Beth Emery *
  Kellin Atherton
Old Lyme
  Harold Thompson
Old Saybrook
  Thomas Cox *
  Karen Jo Marcolini
Portland
  Vacancy
Westbrook
  Bill Neale *
  Marie Farrell

*Members Present

Staff Present:
Sam Gold
Torrance Downes
Eliza LoPresti
Megan Jouflas
Margot Burns

Guests: None
1. **Call to Order**

Chairman DeFelice called the meeting to order at 6:00 pm. The meeting was conducted via video and conference call due to the Covid-19 pandemic.

Prior to beginning the meeting Mr. Gold briefed the group on the BUILD grant application for a walkway on the Haddam-East Haddam swing bridge.

Mr. Downes discussed the latest executive order (EO) 7MM, which suspends certain approval for outdoor dining areas. These changes are now administrative and can be handled by the ZEO instead of a P&Z commission. There is a 10-day period for approval, after which the application for change will be automatically approved. There is a major effort to be up and running and not overly cautious, with an eye to approving items and possible adjustment for public safety as we move forward.

2. **Roll Call**

3. **Seating of Alternates**

Sandra Childress (Essex) was seated.

4. **Adoption of Agenda**

   Mr. Neale moved to adopt the agenda, Ms. Emery seconded. Vote was unanimous in favor.

5. **Public Comments** – None

6. **Approval of Minutes of Past Meetings**

   Mr. Martin moved to approve the April 27, 2020 meeting minutes; second by Mr. Neale. Vote was unanimous in favor.

   *Discussion: A typo on page 3 was identified.*

7. **Referrals** – None

   Mr. Downes discussed the current suspension on Covid-related intermunicipal referrals. Mr. Kravitz asked if P&Z commissions were developing their own guidelines within the guidelines of the EO. Mr. Downes has not seen this. Additional guidelines are probably ok if they are not more restrictive, but if there were guidelines developed that were more restrictive that would be outside the scope of the EO.

   Mr. Downes reiterated details from the documents regarding the EO that he previously forwarded to RPC members. The EO expires in September and at that time these regulations associated with it also expire. Towns may be able to extend some items but in that case the P&Z would have to go through the typical zoning regulation change process. Non-conforming conditions and size limitations were discussed. Non-conformities will end when the EO expires as businesses are being issued a certificate, not a permit. There were questions on ADA requirements and stationary vendors. Restrictions on opening of bars vs. restaurants that have bars were discussed. There are currently no template forms provided by the state that municipalities can use.

8. **RPOCD – New Public Outreach Proposal**

   Ms. Jouflas explained the new proposal for public outreach which includes one introductory webinar, to which all towns will be invited. This presentation will introduce the COG, the RPC, and
the project. This will be recorded and available for those that were not able to attend. Next, there will be a series of town-specific meetings either in each town or in groups of towns if so desired. The purpose of these will be to get the towns thinking regionally, to show we have done our homework for each town and to hear issues in the town and see how they can be addressed in a regional way with a question and answer format.

RiverCOG staff will give the presentations. The idea of a new survey was dropped. Instead the old survey will be re-energized. The meetings will be more like stakeholder interviews. There was discussion on wording within the internal outline document that is not going to the public. Ms. Jouflas will change the wording of the levels of knowledge presumed to be had by the audiences of the presentations.

The length of the presentations was discussed. It was noted that the length will need to be disclosed to the municipalities ahead of time so everyone knows what to expect. The questions that will be asked during the presentations and an outline of the presentation will be shared ahead of time.

Upon motion of Ms. Warren and second of Mr. Kravitz it was unanimously approved to the accept the plan as presented with revisions as discussed.

Discussion: Ms. Emery asked that staff let the RPC know as soon as they have the date for the initial presentation. Mr. Gold stated that a time will be found that doesn’t conflict with any town’s P&Z meeting.

9. Miscellaneous: State, Regional or Local Planning Issues
   Meeting times were discussed. They will be moved back to the previously agreed up 7:00 pm.

10. Adjournment
    At 7:22 P.M. Mr. Kravitz moved to adjourn the meeting; second by Mr. Cambreri. Vote was unanimous in favor.

Respectfully submitted,
Eliza Lopresti