



The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

MINUTES

Special Meeting

Wednesday, January 2, 2013

Town Hall Conference Room

- Commissioners Present:** Mrs. Cynthia Ross-Zweig, Chair
Mr. Mike Daood, Vice Chair
Ms. Lisa Deldin
- Commissioners Absent:** Mr. Paul Bruno
Mr. Robert Murtha
- Alternates Present:** Mr. Peter Greco
- Alternates Absent:** Ms. Kirsten Bennett-O'Rourke
- Guest Present:** Ms. Rebecca Augur- Milone & MacBroom
Mr. Michael Looney- Milone & MacBroom
- Town Officials Present:** None
- Call to Order:** 5:07 pm

Pledge of Allegiance

Elevation of Alternates

Cynthia Ross-Zweig made a motion to elevate Peter Greco to a full member for the purpose of tonight's meeting. Mike Daood seconded the motion.

Vote: 2-0-0 (Motion approved) (Lisa Deldin arrived at 5:10 and did not vote on this motion)

Correspondence and Announcements

Chairman Cynthia Ross-Zweig noted that she received the budget form from the Town's Finance Department which is due back by January 18th.

Public Comment- None

Review of Consultant contract and Plan of Conservation and Development timeline

Chairman Cynthia Ross-Zweig read parts of the consultant agreement between the Town of New Fairfield and Milone & MacBroom, Inc. for professional consulting services for the Plan of Conservation and Development update. A copy of this agreement was given to the Planning Commission members. It was noted that the Plan of Conservation and Development must be approved by the Town by the end of 2013.

Michael Looney and Rebecca Augur from Milone & MacBroom introduced themselves and provided a POCD update project schedule and a list of information that will be needed in order to complete the process. Recording Secretary Suzanne Kloos will inquire with department heads and board members about obtaining the necessary information.

There was a discussion of having two public workshops to gather information from New Fairfield residents regarding the POCD. Ideally the first public meeting should be no later than early June 2013. The consultants advised that public meetings would generally not be successful in the summer. The consultants will attend the public workshops. The final draft of the POCD should be completed by mid-September 2013.

The Planning Commission decided to send a letter to all the town boards and commissions asking them to appoint a liaison to the Planning Commission for all correspondence regarding the Plan of Conservation and Development. The Planning Commission decided to invite the Board of Selectmen to the next regular Planning Commission meeting that will be held on January 28th. If the BOS cannot attend the meeting on January 28th the Planning Commission will request that a special meeting be held to discuss the POCD with the BOS.

There was a discussion regarding gathering information from residents and the feasibility of conducting a survey. It was suggested that a survey be done on-line via Survey Monkey. It was suggested that a postcard be mailed to residents asking for e-mail addresses and requesting residents to take a survey via Survey Monkey. It was decided that the consultants will attend the Planning Commission's regular meeting on March 25th to discuss the mailing and survey.

Adjournment – Mike Daood made a motion to adjourn the meeting at 6:14pm. Lisa Deldin seconded the motion.

Vote 3-0-0 (Motion approved)

*Respectfully Submitted,
Suzanne Kloos*

Received for Record JAN - 3 2013
At 3 h 37 m P M and recorded by
Pamela J. Johan-ATC
Janice D. Zackeo, Town Clerk, New Fairfield, CT