



The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

MINUTES

Regular Meeting

Monday, December 16, 2013

Community Room at 33 Route 37

New Fairfield, CT 06812

- Commissioners Present:** Ms. Cynthia Ross-Zweig, Chair
Ms. Lisa Deldin, Vice Chair
Ms. Kirsten Bennett-O'Rourke
Mr. Peter Greco
- Commissioners Absent:** Mr. Paul Bruno
- Alternates Present:** Mr. Ernie Lehman
- Alternates Absent:** None
- Guests Present:** Jacques Proteau, Wild Turkey Estates
Attorney Ray Lubus
Attorney Michael Halloran, Day Pitney LLP
Attorney Ed Hannafin, Collins Hannafin
Joan Sudol, Collins Hannafin
- Town Officials Present:** None
- Call to Order:** 7:39 pm

Pledge of Allegiance

Appointment of Alternates- Lisa Deldin made a motion to elevate Ernie Lehman to full member status for the purpose of tonight's meeting. Peter Greco seconded the motion.

Vote: 4-0-0 (Motion approved)

Approval of Minutes

November 25, 2013- Regular meeting- Peter Greco made a motion to approve the minutes of the November 25, 2013 regular meeting as presented. Lisa Deldin seconded the motion.

Vote: 4-0-1 (Motion approved-Ernie Lehman abstained)

December 3, 2013- Public Workshop- Peter Greco made a motion to approve the minutes of the December 3, 2013 Public Workshop as presented. Lisa Deldin seconded the motion.

Vote: 4-0-1 (Motion approved-Kirsten Bennett-O'Rourke abstained)

Correspondence and Announcements

Cynthia Ross-Zweig read an email from Joan Sudol from the firm of Collins Hannafin requesting that a discussion of condominiums on 132 Route 37 to tonight's meeting.

Addition to agenda

Cynthia Ross-Zweig made a motion to add "Discussion of 132 Route 37" to tonight's agenda under New Business. Peter Greco seconded the motion.

Vote: 5-0-0 (Motion approved)

Public Comment- None

OLD BUSINESS

Discussion of the Plan of Conservation and Development

Cynthia Ross-Zweig spoke of the Plan of Conservation and Development and noted that the workshop held on December 3rd was very successful and that the consultants received a lot of feedback. The POCD is on schedule but it is possible that it may be necessary to have a special meeting in January to review certain items.

Update of open subdivision log

Kirsten Bennett-O'Rourke will continue to update the open subdivision log and will email it to the members.

NEW BUSINESS

Wild Turkey Estates

Cynthia Ross-Zweig read a letter from Attorney Ray Lubus regarding an engineering bill pertaining to Wild Turkey Estates, Pro Construction LLC. It was noted that due to an unpaid engineering bill, the Planning Commission voted to recommend to the BOS drawing down \$2304 on the bond for Wild Turkey Estates. Attorney Lubus noted that this bill has been paid to the town's satisfaction. Cynthia Ross-Zweig read a letter addressed to the Town Counsel with a copy of the check showing payment for engineering fees.

Attorney Lubus approached the Planning Commission with a request to get an itemized copy of this bill and an understanding of the procedure. Mr. Lubus noted that the billing statement should come from the town and not the town engineer. Cynthia Ross-Zweig suggested that the commission get advice from Land Use Attorney Jim Strub regarding billing and protocol for drawing down on bonds. Mr. Lubus will send a copy of the bill to Chairman Zweig to forward to Attorney Strub.

Timber Trails Associates, Aquarion Water Company

Attorney Michael Halloran from the firm of Day Pitney, LLP representing Aquarion Water Company approached the board regarding the acquisition of the Timber Trails water system by Aquarion Water Company. Timber Trails waters system is located in

New Fairfield and Sherman. One of the parcels that Aquarion will be purchasing is partially located in the Town of New Fairfield and is a portion of a larger parcel of land owned by Timber Trails Associates. A property survey was given to the Planning Commission. In order to acquire this property, a lot line revision is necessary.

Attorney Halloran showed the commission a map regarding this property. The commission asked questions of Attorney Halloran regarding easements and right of way for the property. Cynthia Ross-Zweig read a letter regarding this property from Land Use Attorney Jim Strub noted that he has not been able to review this property yet, but suggested that the commission accept this application at tonight's meeting but no action is necessary until either the January or February meeting.

It was decided that this information will be forwarded to Attorney Strub and will be discussed at the January meeting.

Discussion of 132 Route 37

Attorney Ed Hannafin and Joan Sudol from the firm of Collins Hannafin approached the commission regarding condominiums at 132 Route 37 and spoke of the need to file a map and a declaration of the condominium. Ms. Sudol attempted to file this map with the Town Clerk in New Fairfield and was told that Planning Commission approval was necessary. Attorney Hannafin noted that this is not a subdivision or a resubdivision and noted that this does not fall under the jurisdiction of the Planning Commission.

There was a discussion of the role of the Planning Commission in regard to this map. Cynthia Ross-Zweig will contact the Town Clerk regarding this.

STANDING ITEMS

Review and update of Plan of Conservation and Development timeline

This will be discussed at the January regular meeting.

Commission Alternate vacancies

There are still two vacancies for alternate members on the Planning Commission. Kirsten Bennett-O'Rourke noted that she may know of an interested person. This will be discussed further at the January meeting.

Adjournment – Lisa Deldin made a motion to adjourn the meeting at 8:33pm. Peter Greco seconded the motion.

Vote 5 -0-0 (Motion approved)