



# The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

## MINUTES

### Regular Meeting

Monday, November 26, 2012

New Fairfield Library Program Room

**Commissioners Present:** Ms. Cynthia Ross-Zweig, Chair  
Mr. Mike Daood, Vice Chair  
Mr. Paul Bruno  
Mr. Robert Murtha

**Commissioners Absent:** Ms. Lisa Deldin

**Alternates Present:** Mr. Peter Greco

**Alternates Absent:** Ms. Kirsten Bennett-O'Rourke

**Guests Present:** Mr. Gary Mead

**Town Officials Present:** None

**Call to Order:** 7:30 pm

### Pledge of Allegiance

### Elevation of Alternates

Mike Daood made a motion to elevate Peter Greco to a full member for the purpose of tonight's meeting. Bob Murtha seconded the motion.

**Vote: 4-0-0 (Motion approved)**

### Approval of Minutes

October 22, 2012- Mike Daood made a motion to approve the minutes of the October 22, 2012 meeting as amended with the deletion of the word "from" on page 2 under "Austin Woods". Bob Murtha seconded the motion.

**Vote: 3-0-2 (Motion approved- Paul Bruno and Peter Greco abstained)**

### Correspondence and Announcements

Chairperson Cynthia Ross-Zweig read a letter from Town Clerk Janice Zackeo notifying the boards and commissions that the calendar of meeting dates for 2013 must be posted in the Town Clerk's office in December at least 30 days prior to the first meeting date in January.

**Public Comment**- None

### **Red Fox Court**

Cynthia Ross-Zweig read a letter from Developer Gary Mead requesting that Red Fox Court be accepted as a Town Road. Mr. Mead enclosed with this letter a copy of the “as built” plan for the road and a letter from Licensed Surveyor Michael Riordan certifying that all pins and monuments have been installed. These enclosures will be kept in the file. Ms. Ross-Zweig read a letter from Town Engineer Tony Iadarola noting that the inspections have been performed and that he recommends acceptance. It was noted that there was a typo in Mr. Iadarola’s letter noting the date as 2007 instead of 2012. The commission included that their motion to positively refer this road to the BOS subject to verification from Mr. Iadarola that he intended to write 2012. The bond will be reduced from \$139,500 to \$52,600.

Mike Daood made a motion to positively refer to the Board of Selectmen the acceptance of Red Fox Court as a Town Road and a bond reduction from \$139,500 to \$52,600. This is subject to verification that the letter sent from Town Engineer Tony Iadarola to the Planning Commission regarding Red Fox Court be dated 2012 instead of 2007. Paul Bruno seconded the motion.

**Vote: 5-0-0 (Motion approved)**

### **Spruce Ridge subdivision**

Cynthia Ross-Zweig noted that in reviewing open subdivisions it was noticed that the Spruce Ridge subdivision had a completion date of December 2012. Ms. Ross-Zweig contacted Tony Iadarola for clarification and received a letter. Mr. Iadarola noted that the road was completed last year and the bond was released. There was a brief discussion as to the role of the Planning Commission regarding the release of maintenance bonds and it was noted that this would only come back to the Planning Commission if a subdivision expires and it is not the role of the Planning Commission to recommend release of maintenance bonds.

### **Discussion of Consultant contract for Plan of Conservation and Development**

Cynthia Ross-Zweig noted that the contract from Consultant Milone and MacBroom was sent to Patty Mota in the Town’s Finance Department. This was forwarded to Town Counsel Jack Keating for review.

### **NEW BUSINESS**

#### **Approval of 2013 Calendar of meetings**

Mike Daood made a motion to accept the proposed calendar for 2013 with the amendment of the December 23, 2013 meeting to December 16, 2013. Peter Greco seconded the motion.

**Vote: 5-0-0 (Motion approved)**

#### **Review of Planning Commission bylaws**

Cynthia Ross-Zweig noted that bylaws should be reviewed periodically. No changes are needed at this time.

Mike Daood noted that there was a question as to the responsibility of the Planning Commission to review and approve the Town’s annual capital budget. Mr. Daood sent an inquiry to First Selectman John Hodge regarding this and received an opinion from Town Counsel Jack Keating. According to Mr. Keating, the Planning Commission does not have to approve the capital expenditures.

#### **Election of Chairperson and Vice Chairperson for 2013**

It is noted in the Planning Commission bylaws that the election of officers shall be done annually.

Paul Bruno made a motion to nominate Cynthia Ross-Zweig as Chairperson and Mike Daood as Vice Chairperson of the Planning Commission for 2013. Peter Greco seconded the motion.

**Vote: 5-0-0 (Motion approved)**

## **STANDING ITEMS**

### **Discussion of Austin Woods subdivision**

Cynthia Ross-Zweig spoke of a new mylar map for Austin Woods and the question of where it needs to be filed. Cynthia Ross-Zweig inquired with Town Engineer Tony Iadarola and was told that the applicant should file the mylar with the Town Clerk. Mr. Iadarola notified the applicant regarding this.

**Adjournment** – Paul Bruno made a motion to adjourn the meeting at 8:18pm. Mike Daood seconded the motion.

**Vote 5-0-0 (Motion approved)**