



The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

MINUTES

Regular Meeting

Monday, April 25, 2011

Community Room at 33 Route 37

Commissioners Present: Mr. Mike Daood, Chair
Mrs. Cynthia Ross-Zweig, Vice-Chair
Mr. Paul Bruno
Mr. Robert Murtha (arrived 7:42pm)

Commissioners Absent: Mr. Greg Porpora

Alternates Present: Mrs. Donna Byers

Alternates Absent: Mr. Chris Gould

Town Officials Present: None

Call to Order: 7:31 pm

Elevation of Alternates: Mrs. Donna Byers

Call to Order- Chairman Mike Daood called the meeting to order at 7:30pm

Pledge of Allegiance

Appointment of Alternates

Mr. Mike Daood made a motion to elevate Mrs. Donna Byers to a full voting member for the purposes of this meeting. Mr. Paul Bruno seconded the motion.

Vote: 3-0-0 (Motion approved)-Mr. Robert Murtha arrived at 7:42pm and did not vote on this motion.

Approval of Minutes

March 28, 2011- Mr. Mike Daood made a motion to approve the minutes of March 28, 2011 meeting as presented. Mrs. Cynthia Ross-Zweig seconded the motion.

Vote: 3-0-1 (Motion approved- Donna Byers abstained) Mr. Robert Murtha arrived at 7:42pm and did not vote on this motion.

Correspondence and Announcements- None

Public Comment- None

OLD BUSINESS- None

NEW BUSINESS- None

STANDING ITEMS

Discussion of the Plan of Conservation and Development

1. Update on Boards/Commission Presentations

Chairman Mike Daood gave the commission members a schedule of boards and commissions that each member will go to and present the Plan of Conservation and Development. Mr. Daood gave each member an outline of guidelines that he used at the Zoning Commission meeting. Mr. Daood noted that this is just a guideline and the commissioners were free to use their own methods if desired.

Chairman Daood noted that he presented the Plan of Conservation and Development to the Zoning Commission on April 7th. The presentation was well received by the Zoning Commission and they will discuss it at their next meeting.

Chairman Daood noted that he received information back from the Water Pollution Control Authority. Commissioner Bob Murtha will present to the WPCA in the near future and ask some questions about the feedback that was received.

Vice Chairman Cynthia Ross-Zweig will gather any information that is received from the boards and commissions. There was a discussion of meeting with other groups in town to solicit information.

Vice Chairman Cynthia Ross-Zweig spoke of Public Act 10-138 regarding the Plan for Conservation and Development. It was noted that the Plan of Conservation and Development requires public approval at a Board of Selectmen meeting and must be in the newspaper after it is approved. The updated plan must be posted to the website within thirty days of BOS approval. Within 60 days of approval, the plan must go to the Secretary of the Office of Policy and Management.

There was a discussion about the Plan of Conservation and Development and it was noted that the goal would be to get as much feedback as possible from the public. There was a suggestion of putting a survey in the *Citizen News*. Commissioner Paul Bruno is working on putting together a facebook page to solicit feedback.

2. Review of Phased Update Process

The board went over the phases for the Plan of Conservation and Development. Right now the board is in the “gathering of information” phase. Phase III would be public outreach and reviewing of information. Phase IV would be gathering the feedback and incorporating it in a draft. Phase V would be getting the draft to the consultant. It was anticipated that the first draft would get to the consultant by the end of September 2011. The consultant will provide land use maps, acreage by zone, vital statistics and growth

projection. Phase VI is the notice of open forum date. The town residents must have 30-days notice for the open forum.

3. RFP/RFQ-Consultant Update

It was noted that public notice for the RFP is 120 days.

MISCELLANEOUS ITEMS

- Open Alternate Position- There is currently a position open for an alternate on the Planning Commission. More positions will be available in November during the general election.
- Discussion regarding working binders for Commission members- It was suggested at a previous meeting that each member receive a binder for all the Planning Commission information. This binder would be kept in Town Hall for updates and the commissioners can refer to it at the meetings. The binder would include: POCD, Meeting schedule, Planning Commission member info, Bylaws and ethics, Statutory information, subdivision regulations, Zoning regulations and subdivision maps.

Adjourn – Mr. Mike Daood made a motion to adjourn the meeting at 8:51pm. Mr. Robert Murtha seconded the motion. **Vote 5-0-0. (Motion approved)**