



The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

MINUTES

Regular Meeting

Monday, June 27, 2011

Town Hall Conference Room

- Commissioners Present:** Mr. Mike Daood, Chair
Mrs. Cynthia Ross-Zweig, Vice-Chair
Mr. Paul Bruno
Mr. Robert Murtha
Mr. Greg Porpora
- Commissioners Absent:** None
- Alternates Present:** Mrs. Donna Byers
- Alternates Absent:** Mr. Chris Gould
- Town Officials Present:** None
- Guests Present:** Mr. Andy Peklo, Chairman Town of Woodbury Planning Commission
- Call to Order:** 7:31 pm
- Elevation of Alternates:** None

Call to Order- Chairman Mike Daood called the meeting to order at 7:31pm

Pledge of Allegiance

Appointment of Alternates- None

Approval of Minutes

May 23, 2011- Mr. Robert Murtha made a motion to approve the minutes of May 23, 2011 meeting as presented. Mrs. Cynthia Ross-Zweig seconded the motion.

Vote: 4-0-1 (Motion approved- Mike Daood abstained)

Correspondence and Announcements- Chairman Mike Daood noted that he received some information regarding the budget but will be discussed later in the agenda.

Public Comment- None

OLD BUSINESS- None

NEW BUSINESS- Chairman Mike Daood noted that the commission received a request for a renewal for a subdivision for Wild Turkey Estates. This will be put on the agenda for the July meeting.

STANDING ITEMS

Discussion of the Plan of Conservation and Development

Chairman Mike Daood introduced Mr. Andy Peklo, Chairman of the Planning Commission for the Town of Woodbury, CT. Mr. Peklo noted that he has done a Plan of Conservation and Development with the Town of Woodbury three times. Mr. Peklo noted that the third time was much more effective than the first two. The difference was that the first two times a large firm was used and the third time was a private consultant. Mr. Peklo shared tips and suggestions with the commission and suggested that the boards and commissions in town make a priority list of what they would like to see in town. There was a suggestion of having public hearings in order to obtain information for the Plan of Conservation and Development. There was a discussion of the timeline for the process and what would be the ideal amount of public participation. Information about the Woodbury Plan of Conservation and Development can be found on their website.

Mr. Peklo noted that an ideal end result would be a simple and concise document that can be scanned quickly by residents.

Mr. Peklo noted that the Town of Woodbury used a consultant out of Massachusetts. He will send an e-mail to Chairman Daood with his name and contact information.

RFP/RFQ-Consultant update

Chairman Mike Daood noted that he received information from the Selectmen that not a lot of money was put in the 2011-2012 budget that is specific to the Plan of Conservation and Development. There was a discussion among the members of the commission about possibly waiting until December 2011 to start looking for a consultant. In the meantime the commission would continue to work on the Plan of Conservation and Development and begin preparing a draft.

Workshop

There was a discussion about having a workshop for the Plan of Conservation and Development. The goal of this workshop would be to gather information, review existing information and to get a general consensus from the stakeholders in town. It was decided to hold the workshop on Monday, July 25th immediately following the regular Planning Commission meeting (approximately 8:00pm). The workshop will be held at the Community Room at 33 Route 37 adjacent to the Senior Center. It is strongly recommended that at least one or two members per board or commission attend the meeting. Mike Daood and Cynthia Ross-Zweig will put together a letter to send to

stakeholders and businesses in town explaining the process and inviting them to come to the workshop on July 25th.

The plan for the workshop:

1. Send letter to stakeholders/organizations and businesses
2. Send letter to existing boards with notification of July 25th meeting
3. Consolidate feedback received
4. Send letter to boards that haven't responded.

Detailed review of phased update process

The commission discussed the various phases of the POCD and decided to combine Phase III (survey) with Phase VI (solicitation of public input). Phase V will be the first draft of the plan. Public input will be done in October. Another town forum will be held in November.

MISCELLANEOUS ITEMS

Notes from Land Use Academy

Mike Daood, Cynthia Ross-Zweig and Paul Bruno spoke of the Land Use Academy that they attended on May 14th. It was noted that this event was worthwhile and they received good information about what to put in the Plan of Conservation and Development.

Open Alternate Position- The commission is still in need of someone to fill the vacancy for the Alternate position.

Working binders for Commission members- Members of the commission noted that the new binder system is working well. Binders are usually kept in the Town Hall mailroom. Recording Secretary Suzanne Kloos will update the binders. Anyone wishing to keep their binder with them will receive a folder with the updated information.

Adjourn – Mr. Mike Daood made a motion to adjourn the meeting at 8:59pm. Mr. Robert Murtha seconded the motion. **Vote 5-0-0. (Motion approved)**