



**Town of New Fairfield
Planning Commission
4 Brush Hill Road
New Fairfield, CT 06812**

MINUTES

**Monday, November 22, 2021 at 7:30 p.m.
Virtual meeting via Zoom**

Members Present: Cynthia Ross-Zweig (Chair), Cory Neumann (Vice Chair), Kirsten Bennett, Ernie Lehman, Jeff Morrell, Patrick Callahan (Alternate), Olivia Micca (Alternate), Dylan White (Alternate)

Others Present:

First Selectman – Pat DelMonaco

Selectman – Khris Hall

Call to order

Network administrator Paul Gouveia explained the rules and procedures for virtual meetings. Chairman Cynthia Ross-Zweig called the meeting to order at 7:34 p.m.

Pledge of Allegiance

Appointments – All commissioners present.

Approval of Minutes

Cory Neumann made a motion to approve the 10/25/21 regular meeting minutes. Jeff Morrell seconded the motion. **Vote: 4-0-1 (Motion approved – Ernie Lehman abstained)**

Commissioners agreed to pend the approval of the 11/17/21 minutes to the next regular meeting.

Correspondence and Announcements

Cynthia Ross-Zweig stated a letter was received to the Planning Commission email. She requested this be moved to the New Business portion of the meeting.

Amendment to Agenda

Ernie Lehman made a motion to amend the agenda and add correspondence from Mrs. Zurzola to the New Business portion of the agenda. Jeff Morrell seconded the motion. **Vote: 5-0-0 (Motion approved)**

Public Comment

Old Business

New Business

- Nomination(s) Commission Chairman and vote
Jeff Morrell nominated Cynthia Ross-Zweig for Chairman of the New Fairfield Planning Commission. Ernie Lehman seconded the nomination. **Vote: 5-0-0 (Motion approved)**
- Nomination(s) Vice Chairman and vote
Jeff Morrell nominated Cory Neumann for Vice Chairman of the New Fairfield Planning Commission. Kirsten Bennett seconded the nomination. **Vote: 5-0-0 (Motion approved)**
- Schedule Commission Meeting Calendar 2022
The recording secretary read the dates for the Planning Commission meetings in 2022. All commissioners agreed to the dates. Commissioners had a brief discussion about holding meetings in person. All agreed to move the meetings back to in person beginning in January 2022.

Ernie Lehman made a motion to accept the 2022 meeting dates and to hold meetings in person at the New Fairfield Community Room located at the New Fairfield Senior Center. Kirsten Bennett seconded the motion. **Vote: 5-0-0 (Motion approved)**

- Discussion of bond reduction request – Barn Brook Estates
Cynthia Ross-Zweig stated the commission did not receive a recommendation from the town engineer on this request. She continued the request was to release the remaining maintenance bond to zero.

Kirsten Bennett made a motion to table bond reduction request for Barn Brook to the next regular meeting. Jeff Morrell seconded the motion. **Vote: 5-0-0 (Motion approved)**

- 8-24 Referral – 13 & 15 Route 37, New Fairfield
Commissioners reviewed the map for 13 & 15 Route 37, New Fairfield. First Selectman Pat DelMonaco stated the purpose for this request to create an open recreational space that would include a town green and provide a place for people to gather. Commissioners had a brief discussion about the benefits of providing residents walking trails and a town common close to businesses.

Ernie Lehman made a motion to provide a positive referral on 13 & 15 Route 37, New Fairfield. Jeff Morrell seconded the motion. **Vote: 5-0-0 (Motion approved)**

- Budget proposal 2022
Cynthia Ross-Zweig explained the budget process for all the new members. She requested that commissioners keep in mind hiring a consultant for the POCD review process when considering budget requirements. Ernie Lehman noted there may be funds available from the state for POCD purposes and will be gathering more information. Cynthia Ross-Zweig

recalled spending \$50,000.00 on the last POCD review process. Cynthia clarified that if budget money was not used it would go back to the general fund unless the commission asked. First Selectman DelMonaco added that this would most likely be budgeted in Cap & Non where the funds would accumulate and carry over.

Cory Neumann made a motion to request a budget of \$23,000.00 for the 2022-2023 Planning Commission. Kirsten Bennett seconded the motion.

Vote: 5-0-0 (Motion approved)

- Committee discussion POCD
Kirsten Bennett suggested that all commissioners familiarize themselves with the current POCD ahead of the next regular meeting.
- Letter from Mrs. Zurzola
The letter from Mrs. Zurzola was read for the record. Cynthia Ross-Zweig stated she spoke to the first selectman about the Zurzola's concern. First Selectman DelMonaco noted speaking with the Zurzolas about their issue but there was a delay since other interested parties were on vacation. They discussed offering dense plantings of trees of considerable height to block the shine of headlights in their front windows and their neighbors' windows. They will be discussing what plants would best for that location and purpose with several landscape companies. It was communicated to the Zurzolas that any planting would likely have to wait until the spring. Lastly, she noted that Dr. Sanzo would be following up with the construction company to see if the temporary parking lights in the parking lot could be tilted down so they would not be shining directly across the street.

Standing Items

- **Lighting Study** – Jeff Morrell provided a brief updated on the lighting study. Jeff stated he went back to Rizzo electric to provide an estimate more in line with what the commission requested. Specifically moving to LED lights and a more energy efficient project.
- **Subdivision Update** – Kirsten Bennett stated there were no updates on the subdivision log this month.

Cynthia Ross-Zweig reminded commissioners to send an email if they would be absent from a meeting. Ernie Lehman requested a list of the commissioners be sent out.

Kirsten Bennett welcomed the new members to the commission.

Adjournment

Ernie Lehman made a motion to adjourn the meeting at 8:41pm. Kirsten Bennett seconded the motion. **Vote: 5-0-0 (Motion approved)**