

East Hampton Planning and Zoning Commission
Regular Meeting
June 5, 2013
Town Hall Meeting Room

Approved Minutes

1. **Call to Order and Seating of Alternates:** Chairman Philhower called the meeting to order at 7:00 p.m.

Present: Chairman Mark Philhower, Vice- Chairman Ray Zatorski (7:07), Members Peter Aarrestad, Roy Gauthier, Rowland Rux, James Sennett, Alternate Members Paul Hoffman, Scott Sanicki, Meg Wright, and Planning, Zoning & Building Administrator James Carey were present.

Absent: No members were absent.

Ms. Wright and Mr. Hoffman were seated as voting members by the Chairman at this time.

2. **Approval of Minutes:**

A. May 1, 2013 Regular Meeting:

Mr. Rux moved to approve the Minutes of the May 1, 2013 meeting as written. Mr. Sennett seconded the motion. The motion carried unanimously.

3. **Communications, Liaison Reports, and Public Comments:**

Communications: Mr. Carey reported that included in this evenings packages are copies of two letters. The first letter is thanking Mr. Gosselin for his years of dedication and service. The second is a letter informing River COG of Meg Wright's appointment as an alternate to their Regional Planning Commission.

Liaison Reports:

Mr. Gauthier reported that East Hampton High School Building Project referendum passed on June 4, 2013 55% to 45%. The next step is for CREC to prepare the documents to apply for the grant by June 28th. The State will review the application over the next year and will announce the award of the grant by June 2014. CREC has informed the Building Committee that they have never denied a grant. The architects and engineers will work with the Town's construction manager, Downes Construction, will prepare the plans, specifications, construction documents, and bid documents for final action at the time the grant is awarded. Prior to the award and upon completion of all the required plans the project will be brought before this Commission for final site plan review. The project should be ready to break ground at the time the grant is awarded. The timeframe from breaking ground to completion will be four to five years. Downes Construction has experience in this type of project and the students will continue to attend school during the project. As each phase proceeds the students will be totally insulated from the project. The Building Committee is confident that Downes Construction, because of their track record and experience in jobs of this nature, will be able to handle this type of phasing successfully.

Mr. Sennett reported that there was no ZBA meeting in May.

Mr. Rux will take over the position of EDC Liaison for the Commission.

Ms. Wright reported the Conservation-Lake Commission met on Thursday, May 9, 2013 and discussed a presentation by Dr. George Knoeckien, who indicated that he is in receipt of boxes of information regarding the many studies conducted on the Lake. He summarized his findings and indicated that it is time for an action plan. The Conservation-Lake Commission also reported that they had over 80 participants in the Lake Cleanup Day that was held April 21, 2013. They removed 3.29 tons of garbage. They discussed the Airline Trail Signage and are awaiting approval from the State for that signage. The Minutes of this meeting are available on line and in the Town Clerk's Office.

Ms. Wright also attended the first meeting of the River COG Regional Planning Commission. Their website is the rivercog.org . It is not fully implemented yet but it is available. The per capita dues were also discussed. There is a difference between the dues that was required by Midstate and Estuary. East Hampton was charged .66¢ per capita by Midstate. Estuary was charging their members \$1.09 per capita. They will also be seeking funding from the State. The River COG represents 17 towns along the Connecticut River. The primary function of this new Regional Planning Commission is to develop a regional plan of conservation and development, long range transportation planning which includes all modes of transportation, and town referrals. The RPC has obtained \$150,000 to fund the development of the Regional Plan. The COG has attained \$400,000 to create registered boundary parcel maps for the 17 towns within its region. They are waiting to hear from the 17 towns who are interested in having these parcel maps prepared. The COG will no longer be working on transportation issues. The Metropolitan Planning Organization will be managing transportation issues for the State in our area. The RPC will meet the second Tuesday of every month in Essex. They have asked each of the Town's to provide their Plan of Conservation and Development. Each Town's plan will be available on the COG website. They have elected Frank DeFelice of Durham as Chairman and Raoul DeBregard of Haddam. The Secretary is Sally Murray from Chester.

Mr. Zatorski joined the meeting at this time.

The Chairman unseated Mr. Hoffman.

Mr. Zatorski reported that he had nothing to report on IWWA. The minutes of the last meeting of the IWWA are available on line and in the Town Clerk's Office.

Mr. Aarrestad reported that the Salmon River Watershed Partnership held a meeting. Emily Wilson was able to attend the meeting for the Town. There was a lot of discussion about open space planning and prioritization. More information will follow.

Public Comments: The Chairman opened the meeting up to the public at this time. There was no one present to make comments.

4. **Set Public Hearing for July 3, 2013:** None.
5. **Read Legal Notice:** None.
6. **Public Hearings for June 5, 2013:** None.
7. **New Business:** None.

8. Old Business:

A. Preliminary Discussion Continued – 249 West High Street, Aquifer Protection Zone Determination: Mr. Carey presented the Commission with a memorandum he prepared relating to his research on the status of the inclusion of the property known as 249 West High Street in the Pine Brook Aquifer. ****Attachment 1****

Mr. Carey also indicated that he has provided:

- Reports prepared in 1994 at the time of the original request of the Town to remove the piece from the Aquifer Protection Zone. ****Attachment 2****
- Connecticut's Aquifer Protection Area Program. ****Attachment 3****
- The Municipal Aquifer Protection Agency Manual. ****Attachment 4****
- The Aquifer Protection Area Mapping. ****Attachment 5****
- Aquifer Protection Area Program Statutes and Regulations. ****Attachment 6****

Mr. Carey also reported that the WPCA has indicated that they no longer have an interest in the Pine Brook Aquifer as a water source for a public water supply, nor do they intend to update the current mapping.

Mr. Carey explained that the Commission has no action to take. He recommended that the Commission take no action at this time and explained that the Commission does have a right to disagree with his findings.

The Commission requested that the Town Zoning Map be amended to remove this parcel from the Aquifer Protection Area and to include a note on the map explaining the reason for the change so as not to appear as spot zoning.

B. Scope of Work - Edit and Reformat Zoning Regulations: Mr. Carey reported that he and the Chairman attended the Town Council meeting on May 13, 2013 to discuss the bid process regarding this project. The Council did not award the grant as requested. They did, however, acknowledge that it was a worthy project and suggested that the Planning and Zoning Administrator contract with Planimetrics for the Tier 1 proposal. The project is being held to a \$10,000 threshold for the project regardless of the approval and allocation of \$15,000 for the project in the current budget year. The remaining money will not be allowed to carry over to the next budget year. Tier 1 is going forward and we should have some of the first pieces of the project to review by the end of June. It is projected that the final document will be available at the end of August.

The Chairman requested Staff to draft a letter to the Council requested that Alternate Member Meg Wright be appointed to fill Regular Member Gosselin's open seat.

9. Adjournment: *Mr. Zatorski moved to adjourn the meeting. Mr. Rux seconded the motion. The motion carried unanimously.*

The meeting adjourned at 7:39 p.m.

Respectfully submitted,

Daphne C. Schaub
Recording Secretary