

**Plan of Conservation and Development Implementation Committee
Special Meeting Draft Minutes
December 7, 2015**

The Plan of Conservation and Development Implementation Committee held a special meeting on Monday, December 7, 2015, at the Town Human Services Building, 166 South Broad St., Pawcatuck, CT.

Attending were First Selectman and Chairman, Rob Simmons, and members Ben Baldwin, Bryan Bentz, Keith A. Brynes, David Hammond, Bill Lyman, Curtis Lynch, John Prue, Michael Schefers, Stuart Schwartzstein and Ward Smith. Town Engineer, Scot Deledda, attended for Public Works Director, Barbara McKrell.

The meeting was called to order by Mr. Simmons at 7:15PM.

Mr. Simmons introduced himself to Committee members and discussed the development of the POCD which has an increased emphasis on development. Mr. Simmons will visit every Town board over the next several weeks and will discuss the importance of implementing the POCD's tasks. The Board of Selectmen will begin discussion of prioritizing their POCD tasks at its next meeting.

Discussion of Initial Roles and Responsibilities:

Mr. Lyman summarized the Committee's roles and responsibilities. Members discussed what constitutes a quorum for the Committee. Mr. Prue motioned that a minimum of 7 members of this Committee is necessary for a quorum; seconded by Mr. Lynch. The motion passed 12-0.

The Committee discussed electing a Vice Chairman to run the meetings in the 1st Selectman's absence. Mr. Lynch motioned to appoint Bill Lyman as Vice Chairman; seconded by Mr. Prue. The motion passed 12-0.

Mr. Schefers motioned to appoint Keith Brynes as Secretary; seconded by Mr. Baldwin. The motion passed 12-0.

The Committee discussed the process of forming a Bicycle Task Force as directed in the POCD. Formation of this task force is key to many of the bicycle related tasks. Mr. Smith discussed his meeting with the Police Commission.

Mr. Lyman discussed the need to follow up with some of the smaller commissions to make sure they understand the process. Mr. Simmons stated that he will send a letter to various boards and commissions stating that he will attend their meetings over the next 30 – 60 days to discuss working cooperatively to implement the plan.

Discussion of Input Received from Boards and Commissions:

Mr. Baldwin discussed the Conservation Commission's input on their assigned tasks which were all prioritized. They felt that Task 5.1.13 "Explore development of a pumping station for recreational vehicles" was not appropriate for their commission and would be more appropriate for either the Economic Development Commission or WPCA. Mr. Simmons motioned that Task 5.1.3 be removed from the responsibility of the Conservation Commission and shifted to WPCA subject to their discussion of the matter with the Town Planner; motion seconded by Mr. Prue. The motion passed 12-0.

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The Conservation Commission requested the addition of a new task to "Update the Open Space Plan." The Committee discussed the process for such an adoption. If a revised Open Space Plan is adopted as an appendix to the POCD it would require a public hearing and vote by the Planning and Zoning Commission. Mr. Lyman motioned to add a new Task #6.2.4 to update the Open Space Plan; seconded by Mr. Baldwin. The motion passed 12-0.

Mr. Hammond discussed the Economic Development Commission's prioritized tasks. Mr. Lynch mentioned coordination between EDC and PZC on key priorities going forward. EDC's main priorities are adoption of the proposed Heritage Mill District (HM) and development of a new zoning district for the Mystic Aquarium.

Mr. Prue summarized the Planning and Zoning Commission's efforts. PZC has numerous tasks to prioritize but will focus its energy on three general areas: 1. economic development - with the mills and M-1 zone revisions being the priority in this area. The task to develop a new zone for Maritime Drive may not initially be part of the M-1 revisions. 2. land use regulations - with money budgeted to revise the zoning regulations and 3. conservation/open space preservation. PZC will work to further refine their priorities by the end of the 1st quarter.

Mr. Simmons discussed the need for the Selectmen to begin the formation of an advisory Agricultural Committee to promote local agriculture.

The Committee's next meeting was scheduled for Monday January 11th, 7:00pm at the Human Services Building. Mr. Brynes will distribute an updated Master Task File organized by task leader.

Mr. Lyman motioned to approve the minutes of the 9/21/15 meeting; seconded by Mr. Prue. The motion was approved 12-0.

The meeting was adjourned by Chairman Simmons at 9:00PM.

Respectfully submitted,

Keith A. Brynes, Town Planner