

**Plan of Conservation and Development Implementation Committee
Special Meeting Minutes
September 21, 2015**

The Plan of Conservation and Development Implementation Committee held its first meeting on Monday, September 21, 2015, at the Town Human Services Building, 166 South Broad St., Pawcatuck, CT.

Attending were First Selectman and Chairman, George Crouse, and members Ben Baldwin, Bryan Bentz, Keith A. Brynes, David Hammond, Bill Lyman, Barbara McKrell, John Prue, Michael Schefers, Stuart Schwartzstein and Ward Smith.

The meeting was called to order by Chairman Crouse at 7:15PM.

Members introduced themselves and Mr. Crouse summarized the roles and responsibilities of the Committee. The Committee's main goal is to provide oversight of implementation activities and to encourage progress in implementing tasks. Boards and Commissions designate a representative to serve on the Committee until a replacement is named. Resident members (those not representing a Task Leader) are appointed by the Selectmen. Meetings shall be held at least twice a year to discuss plan implementation. Resident members are assigned as liaisons to various Task Leaders to encourage communication and assist with tasks if requested. The Planning Department will provide administrative support for the Committee. The POCD was written to allow the tasks to be modified by the Implementation Committee. Over the course of the 10 year life of the POCD, various tasks may be deleted, modified or added based on input from the responsible Task Leaders.

Resident liaisons were assigned to work with various Task Leaders as follows:

- Stuart Schwartzstein – Board of Selectmen, Permanent Committee to Study the Needs and Use of Town Buildings, Historical Society
- Michael Schefers – Planning and Zoning Commission, Stormwater Task Force, Bicycle Task Force
- Bill Lyman – Conservation Commission, Coastal Resilience Task Force, Harbor Management Commission
- Ward Smith – Agricultural Commission, Police Commission, Fire Districts
- Resident member to be appointed – Economic Development Commission, Chambers of Commerce, Affordable Housing Commission

Mr. Brynes reviewed the Master Task File which was distributed to the Committee. The goal is for Task Leaders to establish priorities by the next meeting in December. Task Leaders will also let the Committee know if they disagree with any tasks or feel another group would be better suited to be the leader. Task leaders will establish a contact person. Task leaders and Committee members will communicate with the Planning office to help update the Master Task File as needed. The file will eventually be online as a gauge of progress in implementing the plan. Mr. Brynes will contact Task Leaders who are not represented in the Implementation Committee.

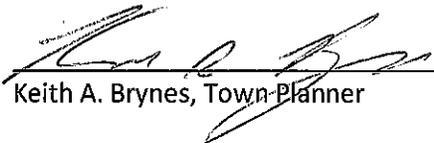
Mr. Lyman discussed differences between the current Implementation Committee and the one established for the 2004 POCD.

Carlene Donnarummo discussed the need for various commissions and subcommittees to post meeting agendas when necessary.

The next meeting was scheduled for Monday, December 7th, 2015 at 7:15pm.

The meeting was adjourned by Chairman Crouse at 8:05PM.

Respectfully submitted,



Keith A. Brynes, Town Planner