

**Plan of Conservation and Development Implementation Committee
Regular Meeting Minutes
July 11, 2016**

The Plan of Conservation and Development Implementation Committee held a regular meeting on Monday, July 11, 2016, at the Town Human Services Building, 166 South Broad St., Pawcatuck, CT.

Attending were First Selectman and Chairman, Rob Simmons, and members, Keith A. Brynes – Town Planner, David Hammond, Bill Lyman, Curtis Lynch, Barbara McKrell - Director of Public Works, John Prue, Michael Schefers, Stuart Schwartzstein and Ward Smith. Members Bryan Bentz and Ben Baldwin were absent. Also in attendance was Director of Planning, Jason Vincent.

The meeting was called to order by Mr. Simmons at 7:03PM.

Minutes:

Mr. Lynch motioned to approve the minutes of the 3/7/16 meeting; seconded by Mr. Schwartzstein. The motion was unanimously approved.

Correspondence:

Correspondence from Mr. Schwartzstein regarding scheduling was submitted to the First Selectman and will be distributed to all members.

Discussion of "Resident Member" Assignments:

Mr. Lynch motioned to accept the resident member assignments as spelled out in his table dated 7/11/16; seconded by Mr. Prue. The term, "resident member," refers to members of the Committee who do not represent another board or commission. These members are assigned to be a liaison to a task leader to encourage their action and to inquire about progress. Mr. Lynch summarized the reasoning behind his assignments which are based on topic rather than task leader. Members debated the benefits of this method. Mr. Schwartzstein departed at 7:35PM.

Mr. Simmons stated that if certain boards or commissions are not functioning properly, liaisons can bring it to his attention. Liaisons can attend the meetings of groups that are task leaders and ask to speak about implementation. Mr. Schefers stated that he should have been invited to PZC discussions about the M-1 Zone. Mr. Simmons called a 5-minute recess.

Mr. Lyman stated that it is up to the task leaders to decide what their highest priorities are and how they should go about implementing their tasks. Resident member assignments should be designated on the Implementation Schedule. Mr. Vincent stated that implementation strategies should be developed for high priority items. Mr. Prue discussed the possibility of PZC summarizing progress on its tasks with POCD liaisons 2 or 4 times per year at its meetings. PZC's status reports should reference the comprehensive zoning rewrite which will encompass a large percent of PZC and the Department of Planning's tasks. A more concise summary will be developed that focuses more on high priority items and progress made. The motion was unanimously approved.

The Committee discussed the merits and protocol of liaison notification when boards, commissions or staff may discuss relevant tasks.

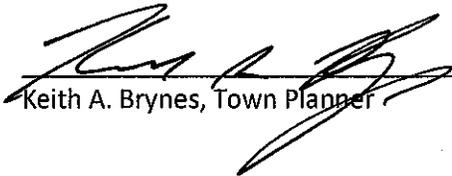
Mr. Hammond submitted a summary of EDC's progress.

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The next Committee meeting is scheduled for September 12, 2016.

The meeting was adjourned by Mr. Simmons at 8:45PM.

Respectfully submitted,


Keith A. Brynes, Town Planner

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