

Approved Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, February 6, 2014 7:30 PM
MEETING ROOM #135 –
TOWN HALL, 100 POCONO ROAD

1. **Convene Meeting** : Chairman J. Van Hise convened the meeting at 7:33 p.m. and established a quorum of members: Chairman J. Van Hise; Vice Chairman A. Kerley; Secretary D. Frankel, and Alternate I. Agard.* *Please note that Town Director of Public Works/Town Engineer R. Tedesco stopped in briefly while attending a special First Selectman's State of the Town Address.*

*Please note: I. Agard was appointed a voting member.

Absent: L. Taylor and G. Hunton.

2. **Review Minutes of Previous Meetings: 01/16/14: A motion to approve the minutes of January 16, 2014, was made by D. Frankel, seconded by I. Agard, and carried unanimously.**

3. **Old Business:**

- a. **Election of Officers for the 2014 Calendar Year:** There were no changes to the slate of potential candidates. **A motion was made by I. Agard stating that the Planning Commission has the following officers for one year: Jon Van Hise, Chairman; Art Kerley, Vice Chairman; Dave Frankel, Secretary. The motion was seconded by D. Frankel and carried unanimously.**

Chairman Van His congratulated the new slate.

- b. **20 Vale Road #201200913: Berkshire Corporate Park – Bond Release Request -\$1,320**

No one present. Chairman Van Hise noted that no report has been received yet from R. Tedesco. The Commission elected to continue this item. *(Later in the meeting, when Town Engineer R. Tedesco briefly stopped in, he noted he has not yet heard from the developer).*

4. **New Business:** There was none at this meeting.

5. **Minutes of Other Boards & Commissions:** *The Commissioners commented on the following items from the minutes listed below:*

- 01/09/14: Zoning: “one” animal (typo) on page one, Customary Home Occupation for veterinarian business notes; Comments/Item 9: issue of filling their membership;
- 01/23/14: Zoning: Aquifer Protection: State requirement of a Special Aquifer Protection District: Zoning Chairman Blessey gave summary of that meeting to his Commission. It was decided that the Zoning Commission would take charge of this special district and have IWC as its consultant on all issues regarding the Aquifer. K. Daniel, Community Planning Director, would be the Enforcement Officer for this district;
- 01/06/14 Special Wetlands Meeting: Public Hearing on the Still River Greenway/Phase II: looks like the issues of environmental impact are being addressed;

- 01/22/14: Inland Wetlands: No comments;
- 01/27/14 Inland Wetlands: Still River Greenway/Phase II Public Hearing closed and approved; J. Vulcano indicated it was his and Vice Chairman Miller’s last meeting with this Commission. Looking for some new members.

6. Correspondence:

- a. Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter Winter 2014, Volume XVIII, Issue 1: Chairman Van Hise noted the ruling on dog grooming (traffic issue);
- b. Email from S. Battles dated 01/15/14 Re: Notice of Intent DEP-IWRD-GP-13: Notice of intent to modify a general permit for water resources to comply with some of the results of laws passed in the 2013 legislative session. For the Commission’s information only: no action required.

7. Informal Discussion:

- a. Plan of Conservation and Development: Letter from K. Daniel to the Planning Commission, Zoning Commission & Water Pollution Control Authority dated 01/23/14 Re: Updates to Sewer Infrastructure in the TCD due to location of Incentive Housing Sub-zones

At the next meeting, the Commission will discuss the future of sewer infrastructure in the Town Center District. I. Agard, a member of the WPCA, noted that this board had a number of issues with this proposal, so he believes the upcoming Planning Commission meeting on 2/20/14 will be “interesting.” The Planning Commission is in favor of businesses/commercial development getting priority with sewerage.

Correspondence received in the packets:

- b. Memo from K. Daniel to the Planning Commission dated 2/4/14 Re: Funding for POCD Update: K. Daniel informed the Planning Commission that the \$50,000 in funds she had believed were available for the update of the Plan of Conservation and Development (POCD) is actually \$25,000. The unspent \$25,000 from FY 2012-13 was not designated as a reserve fund and hence, is not eligible to be carried over. The current \$25,000 in funds that are available are from the 2013-14 budget, but are also not designated as reserve funds, so they must be used before the end of this fiscal year (June, 2014) or they will no longer be available. K. Daniel will have some proposals for using these funds, and is open to suggestions from the Commission. J. Van Hise suggested the funds be used for doing surveys or gathering more data. D. Frankel said that the spending has to be viable, or “just don’t spend it.” Other Commissioners agreed. A. Kerley urged the Commission to “get rolling” on revising the POCD, even a chapter at a time to be discussed and updated at future meetings. I. Agard wanted to be sure the Commission wasn’t duplicating work already being undertaken by K. Daniel. They will confer with her at the next meeting to see what’s been done, and how the Commission can help.
- c. Board of Selectman’s Meeting: J. Van Hise noted that he has been appointed a member of the Charter Revision Committee.

The Commission also had a short discussion, led by WPCA member I. Agard, on the functions and operations of the Water Pollution Control Authority.

8. **Tabled Items**: There were none at this meeting.

9. **Adjourn**: A motion was made by A. Kerley to adjourn the meeting at 8:22 p.m. D. Frankel seconded the motion which carried unanimously.

J. Van Hise, Chairman