

LITCHFIELD PLANNING AND ZONING COMMISSION

Town Hall Annex,
80 Doyle Rd., Bantam, CT
REGULAR MEETING MINUTES
December 4, 2017 7:00 p.m.

Call to Order: Interim Chairman Bramley called the Regular Meeting to order at 7:04 pm.
Member Present: Carol Bramley, John Cox, Guy Baldwin, Abby Conroy, Peter Losee
Members Absent: Mitchell Samal, Denise Rapp, Max McIntyre
Alternate Members Present: William Conti, Nancy Tarascio-Latour
Also Present: Dr. Dennis Tobin, PhD
Appointment of Alternates: William Conti, Nancy Latour

1. Election of Interim Officers: Chairman, Vice Chairman, Secretary
Abby Conroy made a motion to nominate Carol Bramley for Interim Chairman, Peter Losse for Interim Vice Chairman and Nancy Latour for Recording Secretary. Guy Baldwin seconded. Vote: 7:0. All in Favor.
2. Appointment of Alternates: None
3. Commissioners' requests: None

REGULAR HEARINGS

4. **Review of Bylaws**
Defer to December 18, 2018
5. **Land Use Administrator Report**
 - a. Zoning Permits July 1, 2017 – December 4, 2017. Dr. Tobin provided an update to the Commission.
 - b. Town of Litchfield, Year-to-Date Budget Report, November 30, 2017. Dr. Tobin is in process of reviewing the 2017-2018 Budget.
Guy Baldwin made a motion to request additional monies in the 2017-2018 Budget for Professional Service Legal to represent a \$10,000 budget. Peter Losee seconded. Vote: 7:0. All in Favor.
 - c. Attorney Steven E. Byrne, Re: Proposal to Provide Legal Services – Land Use Attorney, November 30, 2017. Letter is on file.
 - d. Town of Litchfield, Request for Qualifications (RFQ), Land Use Attorney Legal Services. RFQ is on file. *William Conti made a motion to inform the Board of Selectmen of Attorney Steven E. Byrne services for the Planning and Zoning Commission. The Planning and Zoning Commission has been very happy with Attorney Byrne who has provided stellar services. Guy Baldwin Seconded. Vote: 7:0. All in Favor.*

6. Approval of Minutes of November 20, 2017

John Cox made a motion to approve the Minutes of November 20, 2017. Guy Baldwin Seconded. Vote:6:0:1, William Conti Abstained. Motion carriers.

7. Public Comment: None

8. Old Business None

9. New Business None

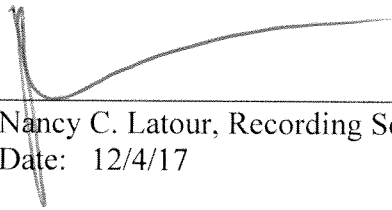
10. Possible Executive Session to discuss pending litigation: None

11. Correspondence

- a. Connecticut Federation of Planning and Zoning Agencies, Fall 2017, Volume XXI, Issue 4
- b. New adopted NHCOC Regional POCD attached! What's Next?, December 1, 2017
- c. Attorney Steven E. Byrne, Re: Proposal to Provide Legal Services – Land Use Attorney, November 30, 2017. Letter is on file.

Guy Baldwin made a motion to close the meeting. Peter Losee seconded. Vote: 7:0. All in Favor.

Meeting ended at 7:35 pm.



Nancy C. Latour, Recording Secretary

Date: 12/4/17

Carol Bramley, Interim Chairman

Date: 12/ /17