

1. Call to Order

Immediately following a Public Hearing, the Planning & Zoning Commission, Chairman Jon Lavy called to meeting to order at 7:17 P.M.

2. Roll Call and Seating of Alternates:

Commission members in attendance and seated were Jon Lavy, Steven Merola, Bettie Perreault and Peter Zanardi; attending via ZOOM were Seth Fidel, Elaine Fitzgibbons, Michael Sanders, Alternates Pat Bisacky and Andrew Landsman. Alternate Patricia Bisacky was seated for Henry Krempel; Andrew Landsman seated for Keith Sherber. Present via ZOOM were Lol Fearon, Bryan Knudsen, Paul Radicchi and Kenneth Petrini.

3. Audience of Citizens

- a. Lol and Charlene Fearon had provided information and plans for an Open Air Meeting Space at Chester Elementary School. He advised they had been working on the project since spring to “continue to provide innovative activities” for students in support and extension of existing programs. The proposed space would allow for alternate programs while maintaining social distancing. The proposed structure as shown in the drawings submitted was explained. WiFi would be provided to enable access for student devices. The space would be accessible and available to the community, providing outdoor meeting space. The Board of Selectmen had reviewed and approved of the proposed plans, which are to be presented to the Board of Finance on December 17.

Fundraising has been done entirely from families and local groups, with the Middlesex County Foundation handling the fiduciary responsibilities. With a goal of \$70,000, 69% has already been raised.

The project will require approval per CT General Statute 8-24 from the Commission, approval of the Board of Selectmen and approval at a Town Meeting. There were no further questions or comments, and the project, as presented, has the support of the Commission.

4. Old Business

- a. Discussion of Gateway Standards: pending further review and action by the Gateway Commission, no discussion was held. Perreault advised that Chester’s representative to Gateway, Tom Brelsford has advised he is available to meet with the Commission and property owners within the Gateway district.
- b. Status of Land Use Office and Zoning desk: Chairman Lavy advised that the Zoning desk is being monitored and clerical matters handled, and that organizing and purging property files is underway.

- c. Committee Report: Zoning Enforcement Officer: Chairman Lavy noted that qualified and available individuals are not readily available for the Zoning officer position. Lavy, First Selectman Gister and Perreault, a member of the ZCO Search Committee met with personnel from CHA Consulting of Storrs, CT. They are currently providing land use and zoning services for Essex and Deep River, are well versed on local planning and zoning practices and also do grant writing. Working with assigned hours in town halls, they are available at other times via phone, email or appointment. Based on the interview, they have been requested to provide a proposal for services through the remainder of the fiscal year. It was noted that if the town has requirements on funding limits, that the proposed performance of services should be considered as an emergency action to allow the Commission time to review the situation more thoroughly.

On motion by Peter Zanardi, seconded by Steve Merola, the Commission authorized the Chairman to proceed with steps needed to review and discuss performance of services as described in the position description for the Zoning Compliance Officer in the Town's Personnel Manual on a temporary basis for the remainder of the current fiscal year. The motion passed on the unanimous vote of all seated members.

5. New Business

- a. Application for Re-Subdivision: 52 Deep Hollow Road, Chester, Connecticut, Tax Map 8, Lot 8, R-2 Zone. Bryan Knudsen, Owner/Applicant.

Commission members reviewed the proceedings of the Public Hearing. It was noted there had there had been no opposition to the application and that numerous nearby property owners had indicated support of the subdivision. There were no conditions noted or included in the following motion.

On Motion by Michael Sanders, seconded by Peter Zanardi, application for Re-Subdivision: 52 Deep Hollow Road, Chester, Connecticut, Tax Map 8, Lot 8, R-2 Zone. Bryan Knudsen, Owner/Applicant was unanimously approved, with all seated members voting in favor.

6. Other – Guests or Members – there was nothing brought up.

7. Report of Officers and Subcommittee

- a. As the acting Zoning Compliance Officer, Chair Lavy confirmed details of his earlier report associated with the Zoning desk.
8. Bills for Payment – Hartford Courant bill for \$95.24 for publication of Legal Notices has been approved for payment.
 9. Communications, Receipt of New Petitions, New Applications received after posting of Agenda

- a. There was no correspondence to report; no petitions or applications received.

10. Approval of Minutes: November 12, 2020 Public Hearing and Regular Meeting.

On Motion by Peter Zanardi, seconded by Seth Fidel, the minutes of the November 12, 2020 Regular Meeting were unanimously approved, with Andrew Landsman abstaining.

On Motion by Peter Zanardi, seconded by Seth Fidel, the minutes of the November 12, 2020 Public Hearing were unanimously approved, with Andrew Landsman abstaining.

11. Pending Litigation: There is no pending litigation.

CT RiverCOG held a workshop on area demographics that Bettie Perreault attended. She provided brief overview of items of interest and noted that both video and PowerPoint presentation information are currently available on the RiverCOG website. Members were urged to check both that workshop and the additional scheduled workshops that will follow.

12. Adjournment

There being no further business to come before the Commission,

On Motion by Pat Bisacky, seconded by Steve Merola, the meeting adjourned at 7:56 P.M.

Respectfully submitted,

Bettie Perreault

Secretary