

**TOWN OF SALEM  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, SEPTEMBER 21, 2021 – 7:00 P.M.  
SALEM TOWN HALL – CONFERENCE ROOM 1**

**PRESENT**

Vernon Smith, Chair  
Margaret Caron, Secretary  
Diba Khan-Bureau  
Carl S. Fontneau  
Walter Volberg

**ABSENT**

John Gadbois, Vice Chairman  
Thomas Reith  
Michael Flugrad, Alternate  
Jennifer Lindo, Alternate

**ALSO PRESENT**

Town Planner Justin LaFountain

**1. CALL TO ORDER**

Chairman Smith called the meeting to order at 7:03 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENT:** *none*

**4. PUBLIC HEARING:** *none*

**5. APPROVAL OF MINUTES OF PREVIOUS MEETING(S):**

**a. Meeting Minutes: August 24, 2021**

**M/S/C: Fontneau/Khan-Bureau, to approve the August 24, 2021 Planning & Zoning Commission Regular Meeting Minutes. Discussion: None. Voice vote, 4-0-1. Voting in Favor: Commissioners Caron, Khan-Bureau, Fontneau, and Smith. Voting in Opposition: None. Voting in Abstention: Commissioner Volberg.**

**6. OLD BUSINESS:**

**a. Plan of Conservation and Development (POCD)**

Chapter 2 – Vision Statement/Goals & Objectives (Commissioners Caron & Fontneau)  
Commissioner Fontneau stated that references to the salient points of the survey, the census results, and changes in population and demographics will be included to support their visions. An introductory paragraph to the goals will also be included. He sought to gain clarification regarding the format for the presentation of the goals.

Chapter 3 – Natural Resources (Commissioner Khan-Bureau)

Chapter 4 – Agriculture, Forest, Open Space (Commissioner Khan-Bureau)

Commissioner Khan-Bureau reported that the chapters were shared with the Inland Wetlands & Conservation Commission via Google Docs and the Commissioners have begun reviewing and editing the document. She will be drafting a section regarding Climate Change and request that the Zoning/Wetlands Officer and Town Planner review the draft.

With respect to the Open Space Map, Commissioner Fontneau suggested contacting Salem Land Trust President Linda Schroeder to request the possibility of placing their conservation easements into *permanent* protection. This would help them determine the amount of land in the town that is permanently protected Open Space.

An updated Invasive Plant List will be included.

Chapter 5 – Historic, Archaeology (Commissioners Smith & Volberg)

Commissioner Volberg reported that one of the sections that would need to be updated is the Cemetery Map. Only the general vicinity of cemeteries that are not currently identifiable is known; ground-penetrating equipment will be needed to determine the exact location of these gravesites. The general areas of the cemeteries in question with a notation that further investigation is necessary to determine their exact locations may be included in the document. Commissioner Caron added that a statement could also be added to the Vision Statement that the existence of the cemeteries is known and indicate the identification of the exact location of the cemeteries as one of the goals.

Commissioner Volberg added that Historical Society President Burr suggested the possibility of establishing a Burial Committee with a budget to help maintain the cemeteries. Chairman Smith stated that the members of the VFW (Veterans of Foreign Wars) currently tend to the veterans' gravesites. Commissioner Caron added that the Committee would be a positive way for young adults to become involved with the town. The inclusion of the slave gravesites was also discussed.

In addition, Commissioner Volberg reported that there were no major updates to the section, with the exception of the following:

Objective 4.3 *Continue to protect* our scenic roads – this objective has been met. He suggested the possibility of editing the objective rather than eliminating the item.

*Objective 4.6 Maintaining the town signs at the borders*

Commissioner Fontneau stated the possibility of establishing a Planning Enforcement Officer and including the town's historic homes and taverns and their respective

photographs in the document with a note referring readers to the Historical Society for additional information.

Chapter 7 – Municipal Facilities/Services (Commissioner Flugrad)

The inclusion of the recently installed gas line along Route 354, which is taxable by the town, was briefly discussed. It was noted that it is cost-prohibitive for individual homes to be connected to the line unless major facilities are located within the vicinity.

Chapter 9 – Transportation, Road Network (Town Planner LaFountain)

Town Planner LaFountain reported that he is continuing to investigate and finalize a few of the items in the Chapter. The remaining maps are expected to be completed by their next meeting, with the exception of the Cemetery Map. He confirmed that the traffic/accident data will be included in the Chapter, per their previous discussion.

Chapter 10 – Recreation, Trails (Commissioner Gadbois)

Chairman Smith reported that Commissioner Gadbois plans to present a draft of the Chapter at their next Regular Meeting. Additional items added by Recreation Commission Chairman Alan Maziarz include a recreational walking path, splash pad, community pool, and recreation center.

Discussion ensued regarding some of the added items. Commissioner Fontneau questioned how many children participate in the town's recreational activities since the school population has been reduced by 27%. He also emphasized that the final document is under the jurisdiction of the Planning & Zoning Commission.

**b. Discussion regarding Potential Cannabis Regulations**

The Commissioners briefly discussed the possibility of establishing Cannabis Regulations. Chairman Smith reported on a news story regarding the recent violence in either East or New Haven, which was surmised to be by an individual to be centered around a recently established recreational cannabis retail store. It was noted that no such issues have been reported in other areas which have recreational cannabis stores.

**6. NEW BUSINESS**

**M/S/C: Caron/Khan-Bureau, to enter into Executive Session to discuss the pending litigation regarding 45 Forest Drive at 7:48 p.m. Discussion: None. Voice vote, 5-0, all in favor.**

**M/S/C: Caron/Khan-Bureau, to exit from Executive Session at 7:55 p.m. Discussion: None. Voice vote, 5-0, all in favor. No votes were taken.**

**8. ZONING ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS  
AND CONSERVATION COMMISSION REPORT – *no report***

**9. TOWN PLANNER REPORT**

Town Planner LaFountain stated that, per State Statute, the town's Affordable Housing Plan must be posted online at least 35 days prior to the Public Hearing, which is not usual. As such, the Public Hearing was moved to next Tuesday, September 28. The Legal Notices, as required, have been posted.

**10. CORRESPONDENCE:** *none*

**11. PUBLIC COMMENT:**

Selectwoman Liaison Sue Sullivan thanked the Commissioners for all of their hard work and efforts.

**12. PLUS DELTAS:**

Chairman Smith also expressed his appreciation to the Commissioners for their hard work and efforts on the POCD.

**13. ADJOURNMENT**

**M/S/C: Caron/Khan-Bureau, to adjourn the meeting at 8:00 p.m. Discussion: None.  
Voice vote, 5-0, all in favor. Meeting adjourned.**

Respectfully Submitted by:

Agnes T. Miyuki, Recording Secretary for the Town of Salem