

**TOWN OF SALEM
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, FEBRUARY 22, 2022 – 7:00 P.M.
SALEM TOWN HALL – CONFERENCE ROOM 1**

PRESENT

John Gadbois, Vice Chairman
Carl S. Fontneau
Diba Khan-Bureau
Walter Volberg
Gary Closius, Alternate (*seated*)
Dave Knopf, Alternate (*seated*)

ABSENT

Vernon Smith, Chair
Jennifer Lindo
Thomas Reith
Steven Shelley, Alternate

ALSO PRESENT

Town Planner Justin LaFountain

1. CALL TO ORDER

Vice Chairman Gadbois called the meeting to order at 7:04 p.m.

2. PLEDGE OF ALLEGIANCE

Alternate Commissioners Closius and Knopf were seated for Commissioners Lindo and Smith.

3. PUBLIC COMMENT: *none*

4. PUBLIC HEARING: *none*

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

a. Regular Meeting Minutes: February 8, 2022

M/S/C: Volberg/Khan-Bureau, to approve the Planning & Zoning Commission Regular Meeting Minutes of February 8, 2022. Discussion: None. Voice vote, 6-0, all in favor.

6. OLD BUSINESS:

a. Plan of Conservation and Development (POCD)

Chapters 5, 8, and 9 were discussed during their previous meeting. This evening's discussion will revolve around Chapters 6 and 10.

Chapter 6 – Economic Development (Commissioners Fontneau & Shelley)

Commissioner Closius suggested the following additions:

Goal	Action Step	Responsible Party	Priority
Suggest and implement strategies to market the Town of Salem as a location for new businesses	To develop advertising material, including creating videos, to advertise Salem as a business location, attend trade shows	EDC	
	Review the POCDs of other town's for innovative ideas that could be adopted in Salem	PZC, EDC	

He added that funding for marketing materials for one of the Action Steps could derive from the town's ARPA (American Rescue Plan Act) Funds and the Commission could also opt to hire the services of a professional to implement the goal/action step. A brief discussion ensued regarding the goal of the ARPA Funds in relation to business development.

Commissioner Khan-Bureau stated that many of her constituents have expressed the desire for a grocery store in town and discussed the difficulties posed by the abandonment of the Route 11 project for patrons to travel in and out of the town. Commissioner Fontneau agreed, adding that the town does not have the population or traffic flow to support multiple types of the same businesses. With this in mind, a discussion regarding the need for additional housing to accommodate the population changes and encourage businesses to come to Salem is included in the chapter. He also suggested the possibility of the town hiring a Town Planner/Economic Development Coordinator, creating a part-time staff to the Economic Development Commission.

Commissioner Fontneau also suggested the possibility of including an aerial photograph of the Salem Round-a-bout in the chapter. Town Planner LaFountain stated that an aerial photograph is included in Chapter 9, Transportation.

Commissioner Closius will forward his suggestions to Commissioner Shelley and the Goals/Action Steps chart will be formatted.

Commissioner Fontneau expressed his appreciation to Commissioners Shelley, Closius, and others for their input.

Chapter 10 – Recreation and Trails (Commissioner Gadbois)

The Commission reviewed Commissioner Closius' input. The exact length of the Multipurpose Trail and any additional recreational facilities has been requested from the

Recreation Commission Chairperson. The Disc Golf Course will be added to the list of facilities.

Discussion ensued regarding the pursuance of grants and whether the Responsible Party for the Action Step should be the Recreation Commission in conjunction with the Board of Selectmen, rather than the Town Planner. It was agreed to maintain the Town Planner as the Responsible Party as a resource.

The Recreation Commission Chairperson will be contacted regarding the use of images, especially those picturing children.

Recap from Previous Meeting

Commissioner Closius reported that he has not received any additional responses from the boards/commissions regarding the status of the 2012 POCD Goals/Objectives.

Chapter 8 – Housing Stock and Population Change (Commissioner Fontneau)

The Commissioners reviewed a revised version of the chapter, which includes the most recent data, each of which is cited. Graphs have also been added for visuals.

Next Chapters

Town Planner LaFountain stated that he would draft Chapter 1 once the Commissioners have completed reviewing the POCD chapters.

The Commission agreed to work on Chapters 3, 4, and 7 during their next Regular Meeting; Chapters 1 and 2 will be reviewed the following meeting.

Filing of the Waiver

The Commissioners reviewed the draft letter addressed to the First Selectman/Board of Selectmen to request that the Board of Selectmen mail a letter to the State's Office of Policy and Management (OPM) requesting a waiver. Town Planner LaFountain reported that Chairman Smith has reviewed the letter.

M/S/C: Fontneau/Khan-Bureau, to approve the letter requesting a waiver for the 2022 Plan of Conservation and Development to the Board of Selectmen, dated February 22, 2022. Discussion: None. Voice vote, 6-0, all in favor.

7. NEW BUSINESS – none

8. ZONING ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT – none

Commissioner Fontneau expressed his disappointment with the lack of progress in the Shingle Mill violation, which is in its third year. He stated that the Commissions are not required to wait for the Army Corps of Engineers to complete their process and should move forward and act on the violation in tandem. Commissioner Khan-Bureau, who also

serves on the Inland Wetlands and Conservation Commission (IWCC), reported that the ZWEO has sent a letter to the Army Corps of Engineers regarding the status of the case. She added that the area has been stabilized. Commissioner Fontneau stated the case has become stale and should it be brought to litigation a stale case would not prove beneficial to the town. It was recommended that the Commissioners review the IWCC meeting minutes for a synopsis of the violation. Vice-Chairman Gadbois will inform the Chairman of the Commission's request to invite the ZWEO to their next meeting to discuss the matter.

9. TOWN PLANNER REPORT

Town Planner LaFountain reported that an application is expected to be received for a three-unit multi-family dwelling. The application will be presented to the Commission during their March 8 Regular Meeting. He recommended that the Commission complete the bulk of the POCD during the next two meetings.

He also reminded the Commission that it would be best to e-mail any comments they have regarding the POCD to the author and himself, rather than the entire Commission, to avoid any FOIA (Freedom of Information Act) violations.

The Connecticut Federation of Planning & Zoning Agencies will be hosting their annual meeting on March 25 during which a guest speaker is scheduled to discuss the State's recent Legislative changes.

10. CORRESPONDENCE – none

11. PUBLIC COMMENT – none

12. PLUS DELTAS

Commissioner Khan-Bureau invited the Commissioners to an Environmental Issues Seminar at Three Rivers Community College on Wednesday, February 23, at 6:00 p.m. The Seminar, titled *MS4 Stormwater Discharges from Municipal Sources* will be presented by Soil Scientist Bob Russo, CLA Engineers, LLC. The event is free to the public. She also invited them to attend a presentation by Greg Bugbee and Summer Stebbins from the Connecticut Agricultural Experiment Station regarding *Invasive Aquatic Plants in Connecticut's Lakes, Rivers, and Ponds* on March 23.

13. ADJOURNMENT

M/S/C: Khan-Bureau/Volberg, to adjourn the meeting at 8:01 p.m. Discussion:
None. Voice vote, 6-0, all in favor.

Respectfully Submitted by: Agnes T. Miyuki, Recording Secretary for the Town of Salem