

**TOWN OF SALEM
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, FEBRUARY 14, 2023 – 7:00 P.M.
SALEM TOWN HALL – CONFERENCE ROOM 1**

**The minutes submitted below have been filed in accordance with
Section 1-225 of the CT General Statutes. They are subject to final approval
with or without amendments by a vote of the Planning & Zoning Commission.
Approval and any such amendments will be detailed in subsequent minutes.**

PRESENT

Vernon Smith, Chair
Diba Khan-Bureau
Jennifer Lindo
Walter Volberg
Gary Closius, Alternate (*seated*)

ABSENT

John Gadbois, Vice Chairman
Carl S. Fontneau
Thomas Reith
Dave Knopf, Alternate
Steven Shelley, Alternate

ALSO PRESENT

Town Planner Nicole Haggerty

1. CALL TO ORDER

Chairman Smith called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Alternate Commissioner Closius was seated for Full Commissioner Fontneau.

3. PUBLIC COMMENT: *none*

4. PUBLIC HEARING: *none*

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

a. Special Meeting Minutes January 24, 2023

**M/S/C: Lindo/Volberg, to approve the January 24, 2023 Planning & Zoning
Commission Regular Meeting Minutes. Discussion: None. Voice vote, 5-0,
all in favor.**

6. OLD BUSINESS: *none*

7. NEW BUSINESS:

- a. Executive Session:** Update and potential settlement discussions on court cases pertaining to 45 Forest Drive (HHD-CV-21-61489990-S and KNL-CV-22-6057967-S
M/S/C: Smith/Khan-Bureau, to enter into Executive Session for an update and potential settlement discussions on court cases pertaining to 45 Forest Drive (HHD-CV-21-61489990-S and KNL-CV-22-6057967-S at 7:06 p.m. Discussions to include the Planning & Zoning Commission and Attorneys Steve Byrne and Nicole Byrne. Discussion: Commissioner Lindo recused herself from the Executive Session. Voice vote, 4-0, all in favor. Chairman Smith resumed the meeting at 8:41 p.m. No votes were taken during Executive Session.

8. ZONING ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT

Chairman Smith recited the Zoning/Wetlands Officer's Report, which stated that no further violations or complaints were received regarding the dirt bikes at 343 Old Colchester Road or lumbering at 630 West Road. The report also stated that four (4) Zoning Permits, one (1) variance, and one (1) Wetlands Permit have been issued.

9. TOWN PLANNER REPORT

Town Planner Haggerty reported on the following items:

Mandatory Planning & Zoning Commissioner Training – As of January 1, 2023, the state is requiring that all Planning and Zoning Commissioners complete annual training. Training opportunities will be offered by the Connecticut Bar Association and UConn Center for Land Use Education and Research (CLEAR), in collaboration with the Connecticut Office of Policy and Management and SCCOG (Southeastern Connecticut Council of Governments).

496 New London Road – Subdivision and Special Exception Applications were received by the Commission during their previous meeting and were sent to the Town Engineer for review. The Public Hearing is scheduled for March 14.

Firewood Materials Processing Regulation – The recently approved regulation will go into effect on February 23. She has been working with a potential applicant to prepare their application, which, depending on the date of receipt, be included on the Commission's February 28 Regular Meeting Agenda.

Election of Officers – Based on the Commission's Bylaws, the election of officers should have occurred in December 2022. The item will be on the Commission's next agenda.

Town Planner Absence – The Town Planner will not be available from April 27 to May 11.

Sustainable CT Fellowship Opportunity – Post-secondary students who might be interested in serving as a Sustainable CT Fellow for the COG (Council of Government) are encouraged to apply by February 20.

10. CORRESPONDENCE

- a. A copy of a letter regarding work to be conducted at the AT&T Cell Tower located at 160 Witch Meadow Road.
- b. Copy of the invoices from the Law Offices of Byrne & Byrne, LLC

11. PUBLIC COMMENT – *none*

12. PLUS DELTAS

Chairman Smith reported that the Commission's proposed FY2023/24 budget was preliminarily approved by the Board of Finance, who were pleased with their budget decrease. He also announced that Commissioner Fontneau has been hospitalized.

13. ADJOURNMENT

M/S/C: Khan-Bureau/Volberg, to adjourn the meeting at 8:57 p.m. Discussion: None. Voice vote, 5-0, all in favor.

Respectfully Submitted by:

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

A VIDEO RECORD OF THE MEETING CAN BE FOUND ON THE TOWN'S WEBSITE UNDER BOARDS & COMMISSIONS – PLANNING & ZONING COMMISSION – MEETING VIDEOS