

APPROVED

WESTBROOK PLANNING COMMISSION
REGULAR MEETING
Monday, March 8, 2010
Multi-Media Room, Mulvey Municipal Center, 866 Boston Post Road

Call to Order

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

A quorum was established with the following Commission members present: Marilyn Ozols, Chairman, Carole Ketelsen, Phillip Bassett, Marie Farrell (seated alt), Libby Waldron (alt), Bob Furno (seated alt). Meg Parulis, Town Planner was also present.

SUBDIVISIONS:

1. **2009-003-P-M1 – Modification of Subdivision of Gary & Patricia M. Widlitz to allow Lot 1 to be served by private well instead of public water. Property of Isabella Fusillo located on 170 Fiske Lane, Assessor's Map 27 Lot SF1B.** Extension granted 3/8/10.

Chairman Ozols reported that this request has been withdrawn. Ms. Parulis reported that the applicant's attorney indicated that his client was continuing to pursue a public water hook-up and would re-apply if she was not successful.

TOWN AND GOVERNMENT AGENCY REFERRALS: None.

ZONING REFERRALS: None.

SELECTMEN REFERRALS:

1. **Grant of Easement by Town of Westbrook to Nancy A. Koff, owner of property at 119 Old Mail Trail Road to permit the installation of a pipe across Old Mail Trail Road for a septic system.**

Chairman Ozols explained that the granting of an easement over Town Property is considered a municipal improvement under CGS 8-24 and as such requires a finding by the Planning Commission on consistency with the Plan of Conservation and Development. Ms. Parulis reported that this easement is required to repair the existing septic system. The applicant owns property on both sides of Old Mail Trail Road and the only available land to adequately repair the system is located across the street. The easement is needed to allow installation of a pipe under the town road. The easement from the Town is required by the State Health Dept. and they are the only entity that can terminate the easement. Atty. Wells has reviewed the easement language. In addition, a Road Excavation Permit will be required which includes the posting of a \$2,000 bond to guarantee that the road is adequately repaired.

The Commission reviewed plans provided by Ms. Parulis.

Ms. Parulis noted that a Public Hearing is scheduled for the next Board of Selectmen meeting. A Special Town Meeting is tentatively scheduled for March 31, 2010.

Ms. Farrell made a motion to find the granting of an easement across Old Mail Trail for the installation of a septic system pipe CONSISTENT with the Plan of Conservation and Development goal to *avoid degradation of the environment and surface and ground water resources.* Mr. Bassett seconded the motion. The motion passed unanimously.

OLD BUSINESS:

1. **Plan of Conservation and Development** – Ms. Parulis reported that a workshop is scheduled for March 15, 2010 at 7:00 p.m. This will be an interactive workshop. Topics of discussion include commercial and residential development and infrastructure. Press releases went into the Hartford Courant, New Haven Register and Harbor News. Posters were posted in area businesses, at the transfer station and at the Library and a notice was put on the signboard in front of the town hall. E-mails were sent to all previous participants. It was suggested that Ms. Parulis investigate sending a notice through the schools. Chairman Ozols encouraged Planning Commission members to attend if possible.
2. **Storm water Regulations** – Ms. Parulis reported that she is in the process of reviewing the Flood Studies that were conducted in the Patchogue and Town Center Watersheds to see if the staff recommendations for design storms are adequate to prevent flooding in problem areas.
3. **GIS** - Ms. Parulis provided a copy of the new Zoning and Street Maps that were developed. Both layers will be included on the GIS website. Laminated copies of the maps will be available for meetings. The Street Map clearly shows public roads vs. private roads as well as paved vs. unpaved. The map is more accurate than the DOT map and can be used by public works to develop a pavement management system. The Street Map also includes points of interest including the Cockaponset State Park and Stewart McKinney Wildlife Refuge Area. A complete Open Space layer including Conservation Easements and Town, Land Trust and Private Open Space will be included on the website. Ms. Parulis also reported that the Assessor database issue has been resolved.

NEW BUSINESS: None.

BILLS:

General Accounts

POCD Rec. Sec. – N. Rudek	\$94.50
Engr. – Woodard & Curran	
Pequot Park Rd. Inspection	\$662.50
D’Aquila Inspection	\$1,211.25
Storm water Regulations	<u>\$1,786.25</u>
	\$3,660.00
Printing – Ciel, Inc.	\$20.00
GIS – Applied Geographics	\$1,475.00
ESRI Software Maintenance	\$350.00

Ms. Farrell made a motion to approve the General Account bills as presented. Ms. Ketelsen seconded the motion. The motion passed unanimously.

Special Funds

AH Study – Planimetrics	\$4,000.00
Applied Geographics, Inc. (GIS)	\$2,225.00

Ms. Farrell made a motion to approve the Special Fund bills as presented. Mr. Bassett seconded the motion. The motion passed unanimously.

MINUTES

1. Regular Meeting – February 8, 2010

Ms. Ketelsen made a motion to approve the minutes from the February 8, 2010 regular meeting, with corrections. Mr. Bassett seconded the motion. Discussion followed.

Correction – page 3 – strike the motion made to end Executive Session. Note that regular session resumed at 8:45 p.m.

Correction – page 2 – add Branse, Willis and Knapp bill as approved under Brittney Lane Special Fund

Ms. Ozols reported that the First Selectman concurred with the Planning Commission’s Performance Evaluation of the Town Planner.

The motion passed unanimously.

REPORTS:

Inland Wetlands Commission – Ms. Ketelsen reported that the Russo property representatives made a presentation at their last meeting. She continued that the property south of Binder’s property had issues stemming from the wetlands violations by the previous owner; these issues have affected drainage in the area. The property has recently been foreclosed.

CRERPA – Mr. Neale was not present to report.

Harbor Commission – Ms. Parulis reported that the Commission has requested, and was granted, an additional \$75,000 for emergency dredging. The appropriation will go to Town Meeting at the end of the month. Westbrook is partnering with the Town of Clinton in an effort to realize savings.

Town Center Revitalization – Ms. Ozols reported that the Planning Office has received several inquiries on the bench program.

CORRONDENCE:

Ms. Parulis invited Commission members to attend a Commissioner training session being hosted by the Town of Old Saybrook. The program is scheduled for March 31, 2010 at 7:00 p.m. in Old Saybrook. The Planners from Westbrook, Clinton, Old Saybrook and Essex intend to host a series of these sessions. A program on storm water will be presented in the fall in Westbrook.

Ms. Parulis distributed a survey on Viewshed Protection received from CRERPA. She asked that Commission members fill them out and bring them to the next meeting. The surveys are due 4/15/10.

ADJOURNMENT

Ms. Ketelsen made a motion to adjourn the meeting at 7:55 p.m. Ms. Farrell seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski