



Meeting Minutes

Regional Planning Commission (RPC)
of the Naugatuck Valley Council of Governments (NVCOG)
49 Leavenworth Street – 3rd floor, Waterbury, CT
6:30 p.m. Tuesday, August 7, 2018

Attendance: Michael Opuszynski, Beacon Falls (by phone); Gary Giordano, Bethlehem (by phone); David White, Bristol; Gilbert Linder, Cheshire; Theodore Estwan, Derby (by phone); Lori Rotella, Naugatuck; Margus Laan, Plymouth; Gil Graveline, Prospect; Ruth Parkins, Shelton; Jeremy Leifert, Thomaston; Bob Clarke, Woodbury (by phone).

Staff: Aaron Budris, Senior Regional Planner; Mark Nielsen, Planning Director; Glenda Prentiss, GIS Coordinator; Joanna Rogalski, Regional Planner

Members of the Public: 0

The meeting opened at 6:40 PM.

1. Pledge of Allegiance, Roll Call, Introductions, Public Participation

- The pledge of allegiance was recited. All those present introduced themselves. At roll call eleven (11) RPC members were in attendance. A quorum was obtained for this meeting. No public comment.
- Joanna Rogalski suggested a Chairperson Pro Tempore be elected for this evening's meeting. After a call for volunteers, Gil Graveline nominated Gilbert Linder, who accepted nomination. A motion to elect Gilbert Linder as Chairperson Pro Tempore for this evening's meeting was made by Bob Clarke, seconded by Gil Graveline. The motion passed unanimously.
- A motion to amend the meeting agenda to include a discussion and confirmation of a Nominating Working Group for RPC officers and two at-large members of the Executive Committee was made by Jeremy Leifert, seconded by Ruth Parkins. The motion passed unanimously.

2. Discussion of nominations for RPC officers and two (2) at-large members of the Executive Committee, and confirmation of three (3) volunteers to serve of the Nominating Working Group.

Michael Opuszynski self nominated for Secretary. Discussion ensued about the purpose fo the Nominating Working Group, and the assistance provided by NVCOG staff. The following persons volunteered and were confirmed to serve on the Nominating Working Group: Gil Graveline, Gary Giordano and Michael Opuszynski.

3. Presentation: Sustainable CT municipal certification program

– Amanda Arroyo, a Sustainable CT Fellow in residence at NVCOG, was introduced. Ms. Arroyo gave a presentation about the voluntary Sustainable CT municipal certification program, which included a tour of the website, resources for municipalities, and review of the City of Bristol application. Discussion ensued. Ms. Arroyo is available to assist municipalities with their Sustainable CT applications until August 17, 2018. After that date, Joanna Rogalski will be available to assist.

4. Discussion: Transportation Projects – Long Range Transportation Plan (LRTP) project list, Intermodal Opportunities location study

– Mark Nielsen, NVCOG Planning Director, discussed the purpose of the LRTP and the importatnce of providing a project list for each municipality. Discussion ensued about the types of projects which could be added, which include bike and pedestrian as well as state roads and highways. Joanna Rogalski discussed the first phases of the Intermodal Opportunities location study, using Beacon Falls as an example. The project's goal is to identify optimal locations for stations where freight could be moved from a rail to truck mode, or large truck to smaller transport vehicle.



- 5. Update: Greenways and Trails** – Glenda Prentiss discussed NVOCG’s project to map all trails in the NVCOG region. The end product would be a trails map layer and online map, similar to the one completed by Northwest Hills Council of Governments (NHCOG). The NHCOG’s online map was viewed and questions answered. Staff is looking for local trail information, including land trust and Boy Scout. Trail information may be submitted to Glenda Prentiss. Contact details to be provided in a follow-up email. Aaron Budris discussed the status of completion of various sections of the Naugatuck River Greenway (NRG) Trail. An online map of the NRG trail was viewed, and discussion ensued about the timelines for completion of various trail sections. The map may be accessed through the NVCOG website.
- 6. Discussion: Municipal Planner Shared Position** – Mark Nielsen and Joanna Rogalski discussed the plan for the NVCOG to hire a municipal planner whose time would be shared 1/3 by Oxford, 1/3 by Seymour and the balance by NVCOG. This planner could also provide part-time planning services to two other municipalities. An as-needed service arrangement was discouraged by staff. If you believe your municipality is interested in this type of land use service arrangement please contact John DiCarlo at NVCOG. Discussion ensued. An idea was brought up for a Building Inspector who could provide services for two or more towns.
- 7. Discussion: Natural Hazard Mitigation Plans – FEMA Grant** – Joanna Rogalski discussed NVOCG’s plan to apply for a multi-jurisdictional planning grant from FEMA for pre-disaster natural hazard mitigation plans. Just this day the State of CT informed NVCOG that a notice of funding opportunity was issued by FEMA. The State will send information regarding who to apply and deadlines for applications.
- 8. Update: Regional Plan of Conservation and Development (POCD)** – Joanna Rogalski discussed the progress made thus far, including a review of the document template. An invitation was offered for more RPC volunteers for the Regional POCD working group. New meeting dates will be soon announced.
- 9. Administrative Items** – Joanna Rogalski lead discussion regarding the following items:
 - a. Review of February 6, 2018 Record of Meeting – no further edits.
 - b. Referrals – Since the last meeting, seven referral reports were written and another seven will be responded to. Staff asked if RPC members would like summaries of referrals sent more often than every other month – consensus that more often would be welcomed and once a month would be enough.
 - c. Correspondence – Two letters submitted – Seymour RPC appointment of Jim Baldwin and Cheshire RPC reappointment Gilbert Linder.
 - d. Operating Procedures & Mission Statement – Copies of the RPC Operating Procedures (amended to June 2018) were given in the meeting packets. An RPC Mission Statement from 2015 was also provided; it is expected to be further discussed at the October 2018 RPC meeting.
- 10. Roundtable - Points of Interest/Local Activities**

Each representative was asked to answer the following question: If you had out of town guests at your home, where would you take them in your municipality to show off your Town? This information would inform the Tourism section of the forthcoming LRTP. A preliminary list of tourist destinations compiled by NVOCG staff was reviewed. The following suggestions were not found on the list.

Cheshire – Gilbert Linder, Planning & Zoning Commission

Cartoon Museum, three Fruit Orchards (Pick your own), Blackies Hot Dogs, Cheshire Coffee, Lock 12 (historic park)



Plymouth – Margus Laan, Town Planner

Eli Terry Waterwheel, Lock Museum

Bristol – David White, Planning Commission

Lake Compounce (good access, campground open), Mum Festival, Balloon Festival

Shelton – Ruth Parkins, elector

“Home of the Whiffle Ball”, historic locks – Canal Street, Sports Center open to public, Recreation Path

Thomaston – Jeremy Leifert, Land Use Administrator

Opera House, New England Railroad Museum, Thomaston Dam and recreational area, “Light the Town” event in winter

Naugatuck – Lori Rotella, Town Planner

Event Center, Four festivals (one in each season), Christmas festival, The Station restaurant, golf course

Woodbury – Bob Clarke, Zoning Commission

Glebe House, Curtis House, Fire Tower, Winery, Brewery, Dottie’s, Fall Fest, Christmas Luminarias down Main St., Earth Day Festival

Beacon Falls – Michael Opuszynski, Inland Wetlands & Watercourses Commission

Hiking, Toby’s, Riverbend Park, Fireworks, Carnivals, Duck Races

Waterbury – RPC rep not present but other rep’s added suggestions

Los Garcias Food Truck, Lebanese Festival

Derby – Ted Estwan, Planning & Zoning Commission

Rosalind’s Pizza, Greenway, Brewery, THC (The Hops Co) beer garden, smallest CT city (5.1 square miles), located at confluence of two rivers

Bethlehem – Gary Giordano, Elector - Surveyor

Bethlehem Fair, Christmas Festival, March’s Farm (pick your own fruit), Swinton Farm (Boy Scout trails), Bellamy (trails), Painted Pony restaurant, Roaring 20’s Car show, sixteenth century display at Regina Laudis Abbey

11. Other

None

12. Adjournment

On a motion by Ruth Parkins, seconded by Jeremy Leifert, the meeting was adjourned at 8:40 PM.

Respectfully submitted by
Joanna Rogalski, Regional Planner
NVCOG