

NEWINGTON TOWN PLAN AND ZONING COMMISSION

Regular Meeting

January 14, 2015

Chairman Cathleen Hall called the regular meeting of the Newington Town Plan and Zoning Commission to order at 7:00 p.m. in Conference Room L101 in the Newington Town Hall, 131 Cedar Street, Newington, CT

**I. ROLL CALL AND SEATING OF ALTERNATES**

Commissioners Present

Commissioner Frank Aieta  
Commissioner Carol Anest  
Chairman Cathleen Hall  
Commissioner Kenneth Leggo  
Commissioner Robert Serra Sr.  
Commissioner Stanley Sobieski  
Commissioner Brian Andrzejewski-A

Commissioners Absent

Commissioner Michael Camillo  
Commissioner Anthony Claffey-A

Commissioner Andrzejewski was seated for Commissioner Camillo.

RECEIVED & RECORDED IN  
NEWINGTON LAND RECORDS

2015 JAN 28 AM 11:43

57  
Tanya D. Law  
TOWN CLERK

**II. APPROVAL OF AGENDA**

Craig Minor: No changes

**III. PUBLIC HEARINGS**

None

**IV. PUBLIC PARTICIPATION** (for items not listed on the Agenda, speakers limited to two minutes.)

John Bachand, 56 Maple Hill Avenue: At the last meeting it was revealed that we finally got that legal opinion on the property next to me, and I hate to bring it up again, but at that last meeting I didn't have time to really look it over too closely. I looked at it a little bit closer and the one thing that jumped out at me right away was that the attorneys relied on what they called the Validating Act, which is kind of a consumer protection thing to protect people who buy property and unwillingly if there was what they call insubstantial, in other words, not big defects with filing or whatever and in this case it was the filing part of it, but the attorney based a lot of his case on that and when I read the Act myself, he, for some reason left out a critical part of it - that that Act does not take affect until two years, they leave a two year contesting period, so I think that for all of the people involved that that should have been known, that for two years someone could contest that, or bring legal action. I just wanted to throw that out there. I never planned on bringing legal action, so that brings me to my next thing. Originally when I came here in September of 2012 I was upset about the fact that the Certificate of Action was never in the land records, and, for a couple of reasons, one that said plan was invalid, but we won't even go down that road, but the main thing is, is that there was wording in there that protected my property, that protected my interests, the future interests of drainage as you all know about that. I just wondered if anything has changed, if you know

anything more about it, if it will ever get into the land records? As far as I know there is only one little note on one sheet of the plans that says that I have the right to drain to that catch basin. We've been back and forth a couple of times, and at one point it was stated to me that I didn't have a right to drain. It's all in the minutes. I know it's buried in plans that are down in Building and Engineering, but it's not in the land records. So like I said, it's one little note. It was just made aware to me that something else was not being followed in that Certificate of Action, I think Craig, you talked to Holly about that recently so I thought that was pretty interesting, and I don't know if that is related because it is not on file. So again, that's going back two years and some months ago, and I would still like to get that on the land records.

The next thing is, I'm sure everyone has read about the possible train stop in Newington. They talked about building a train station which I think is great. There are different opinions on that, so I think it's even more important to have...you guys talked about it at the last meeting and thought it was good to have a transit-based zone there, or whatever you call it, around the busway, and now the trail station. Nothing sinister, I don't think that this is being done all for Newington, it's being done for a regional thing, so I think we should flex our muscle and protect our interest there as well. Like I said, Craig hinted that it wouldn't be out of the ordinary to impose a six month to a year moratorium on things. I believe that was your remark, so I just wanted to throw that out there.

Chairman Hall: Thank you, John. Anyone else from the public wishing to speak?

#### **V. REMARKS BY COMMISSIONERS**

Commissioner Sobieski: I'd like to make a suggestion that once a month we have the Zoning Enforcement Officer here.

Chairman Hall: We had talked about that.

Commissioner Sobieski: Also, based on need, if we have some questions, maybe the Town Engineer should also be here.

Chairman Hall: When we need him. Thank you.

#### **VI. MINUTES**

- A. Special Meeting #1 December 10, 2014
- B. Special Meeting #2 December 10, 2014
- C. Regular Meeting December 10, 2014

Commissioner Sobieski moved to accept the minutes of Special Meeting #1, Special Meeting #2 and the Regular Meeting of December 10, 2014. The motion was seconded by Commissioner Serra. The vote was unanimously in favor of the motion, with seven voting YEA.

#### **VII. NEW BUSINESS**

- A. Appointment of Zoning Enforcement Officer

Craig Minor: I put this on the agenda because the Commission needs to officially designate Mr. D'Amato as your ZEO, because by statute it's the Zoning Commission that designates the Zoning Enforcement person. So I put it on the agenda, and then I sat down to prepare a memo explaining the several statutes that talk about the powers of the ZEO and where they come from, and I went on to read up on how we do it in Newington, I found in the Zoning Regulations that the Town Manager appoints the ZEO. So I'm going to have to do some

more research into that. I'm going to talk to the Town Manager so that we are all on the same page. But in the mean time I did want to officially introduce Mike D'Amato. I know that you met him before, because he covered for me the night that I wasn't here which was I think his second day on the job.

Mike D'Amato: I think everybody is familiar with me, and I've talked with some of you on the phone on various issues. I just want to say I'm happy to be here, happy to be filling this role. My vision for this position is to have a very open dialogue, so if you ever have questions, issues, comments, or whatever, I'm always available via whatever means necessary. You should feel that you can always talk to me. We see different things at different times of the day. You go to work at one time, I come here at a different time, so if you see something that you are scratching your head about, just let me know, and I'll do what I can. If you have any questions, feel free to fire them off.

Chairman Hall: Mike, why don't you list a few of the places that you have been because your background is extensive, and again, for people at home too who may not have heard before.

Mike D'Amato: I started in the Town of Berlin working for the Economic Development Director. I needed something to fill my gas tank; I got it just by chance from a program that I was in in high school. I figured out that I was interested in planning while I was there, and went to Central for a Bachelor's in Urban Planning. Before I graduated I participated in an internship for the Town of Canton working with Neil Pade. After I graduated from Central I moved into a position as the ZEO and Land Use Technician with the Town of Somers. I was there for three years, and now here; I didn't find planning, planning found me, and I have not been employed by anyone but a municipal government since I started working at sixteen years old.

Craig Minor: And under the "small world heading", he mentioned that he had interned for Neil Pade, the planner in Canton. Neil Pade is a resident of Newington, and when I told Neil we were hiring Mike he was very pleased, as a Newington resident, that we were hiring Mike to come and work here.

Chairman Hall: And as you mentioned before, you have no problem coming to a meeting on occasion?

Mike D'Amato: Yes. If there is anything I can do in between to provide something as far as a staff report or whatever, I can certainly do that, and if you feel that you need my expertise on a monthly basis, we can certainly help you out.

Craig Minor: And Mike will be doing the occasional Sunday drive through town looking for signs and other zoning violations on a surprise basis.

Commissioner Anest: Do you live in the area?

Mike D'Amato: Yeah, in West Hartford. So it's not far.

Commissioner Anest: So you can drive through town.

Mike D'Amato: Yeah, I'm on the Turnpike. Most of my family is in Berlin so I'm going in between and I do see things. It's just a matter of, if I'm in a town vehicle and on town time, with something, it's just a little more cut and dried.

Chairman Hall: Thank you, and thank you for taking the time tonight as well.

Craig Minor: And he will be talking to you later tonight, giving you the official Zoning Report.

**B. Performance Bond Release:**

1. Victory Way ("Victory Gardens")

Craig Minor: This has been hanging around for quite a while, but I can tell you that the issue that held it up has been resolved; the work has been completed to the Town Engineer's satisfaction, so I recommend that the bond be released. I believe there is a draft suggested motion in the agenda package for you.

Chairman Hall: Is it the wish of the Commission to move it to Old Business and take care of it tonight?

Commissioner Anest moved to move the bond release for Victory Gardens to Old Business. The motion was seconded by Commissioner Sobieski. The vote was unanimously in favor of the motion, with six voting YEA.

2. 425-485 Willard Avenue ("Fountain Pointe")

Craig Minor: This is the office park that the Commissioners may remember taking a look at this past summer because there was an issue with some of the plantings. There was a row of arbor vitae that the Commission was concerned about because some of them were dying, some of them were dead, and some of them were missing. Since then the owner has planted some additional arbor vitae near the dumpster enclosure area as requested. He replaced the three dead ones with new ones, which are smaller than the ones that were replaced so initially I didn't think he had replaced them at all because they were small, but he pointed out to me that they are smaller because they are younger. And he had his landscaper treat them for bagworm as requested and I have the invoice for the bagworm treatment, so I recommend that the bond be released.

Commissioner Serra: One thought on that Craig. I know that we discussed this before. With the arbor vitae, they are so temperamental, I'd like to discuss maybe holding a portion until we make certain that these are going to take, and they are going to survive. I think we discussed that. Frank's nodding his head.

Commissioner Aieta: I think when we discussed it we said we would want to wait. They were planted kind of late in the season, and we would want to wait until the spring. I wouldn't have a problem with reducing some of the bond, but I think we should hold some back just in case some of them die. I don't know what the right time would be, April, pick a date and then we can release the balance if they are alive.

Craig Minor: But since it's only \$5,000, I'll leave it to you if you want to release a portion of it.

Commissioner Aieta: Why don't we just hold the \$5,000 until, what date?

Craig Minor: The second meeting in April?

Chairman Hall: Is that late enough? Maybe the first meeting in May.

Commissioner Aieta: Okay, and then you will go out before the meeting and see if they are alive, and if they are, we'll release the whole thing.

Commissioner Sobieski: I think arbor vitae treatment for bagworm is usually for two years. If it doesn't get them the first time, you usually have to spray them a couple of times. So maybe it might be good to hold back a portion to be sure that the bagworms are dead.

Chairman Hall: Okay, I'll try to remember that for May. You'll remember that. So at this point, do we just table this?

Craig Minor: Willard Avenue? Yes.

Chairman Hall: Is the Commission in agreement with that, that we table this until the first meeting in May?

### **VIII. OLD BUSINESS**

#### **A. Petition 46-14: Revisions to Section 6.11 (Sale, Rental Service or Storage of Motor Vehicles)**

Craig Minor: These are the corrections to the auto-related use regulations, as required. Does the Commission want me to read the staff report, or paraphrase it, summarize it?

Commissioner Aieta: Paraphrase it.

Craig Minor: Okay. For the benefit of the audience, because of course the Commission knows this. Two years ago the Commission adopted a zoning regulation regarding auto-related businesses in town. The regulation was appealed, and the Connecticut Superior Court judge determined that some of the language was unlawful and ordered us to make changes to bring the regulation into compliance with the law. The amendment in front of the Commission shows the language that is to be deleted. I'll paraphrase what that language is, in a second. The Town's attorney came before you, Jack Bradley, a few months ago and pointed out that unlike most zoning amendments, this amendment does not need to go through a public hearing because you are not adopting this amendment because you think it's a good idea, or because someone has asked for it. You are doing it because the court has told you that what you have now is illegal and you must fix it. That is what the Commission will hopefully do tonight. The language that the judge has ordered us to remove - well, there are two types of language that the judge found objectionable. One was language where the Commission gives itself the ability to waive certain zoning regulations, which the Zoning Commission does not have the authority to do; only the Zoning Board of Appeals, the ZBA, can grant waivers. So we have to take the "waiver" language out of the regulation. The other phrase that the judge objected to was the phrase, "and other uses as may be determined by the Commission" because the judge felt that that was too vague. That could include anything and was much too wide open, so the amendment in front of you shows those phrases stricken out.

Chairman Hall: Questions?

Craig Minor: There is a draft motion.

Chairman Hall: There is a draft motion correctly labeled, 46-14.

Commissioner Anest moved to approve Petition 46-14: Revision of Section 6.11 Sale Rental Service or Storage of Motor Vehicles, Town Plan and Zoning Commission, applicant. Effective upon publication.

**FINDINGS:**

1. In the memorandum of decision issued by the Connecticut Superior Court Judge A. William Mottolese has, on January 21, 2014, Judge Mottolese stated that "the McKinsey court made it clear that the flexibility that the legislature conferred on Zoning Authorities to grant Special Exceptions under CGS Section 8-2 does not include the authority to vary the requirements contained in the regulation pursuant to which it acts. The court now acknowledges that such a different use may only be granted if expressly permitted in the regulations and not by varying the regulations pursuant to a special exception."
2. Judge A. William Mottolese also stated that "the Commission overreached when it conferred upon itself the authority to approve "other uses" and "alter" several separate requirements of the regulations. Specifically, those portions 6.1, 6.11.3, 6.11.5, and 6.11.7 which purport to grant the Commission the authority to approve "other uses" and to "alter" requirements are now held to be invalid."

The motion was seconded by Commissioner Sobieski.

Commissioner Aieta: I realize that we have to make these changes, but I still disagree with the attorney's opinion that we didn't have to have a public hearing. I agree with what you are doing, but I will abstain because I don't think we went through the process.

The vote was in favor of the motion, with five voting YEA and one abstention (Aieta.)

**B. Petition 48-14: Site Plan Modification at Deming Farm Drive ("Newington Ridge Preserve" formerly "Deming Farm") Griswold Farms LLC, owner/applicant, Michael Massimino, 15 Hosley Avenue, Branford, CT, contact.**

Chairman Hall: We'll do the Staff Report first, for Petition 48-14.

Craig Minor: To recap, the applicant would like to establish a "limited common element" area around each house in this PUD, Planned Unit Development, beyond the amount that was verbally discussed during the original public hearings. The Special Exception and Site Plan approval were granted by TPZ on April 25, 2007. I reviewed the minutes from the December 10, 2014 TPZ meeting and there do not appear to be any TPZ concerns with this request. Please see the attached draft suggested motion.

Commissioner Aieta moved to approve Petition 48-14: Site Plan Modification for Newington Ridge Preserve on Deming Farm Road Griswold Farm LLC owner, Michael Massimino, 15 Hosley Avenue, Branford, CT, contact.

**FINDINGS:**

1. The applicant is the current owner and developer of this Planned Unit Development PUD which was originally approved by TPZ on April 25, 2007.
2. The requested modification will enable the developer to show, on a plan to be placed on file in the Planning Department and be made of the documentation for this PUD, an area of "limited common element" around each house in the development.

3. The designation of this "limited common element" will not confer any subdivision status on any of the houses in the PUD.

**CONDITIONS:**

None.

The motion was seconded by Commissioner Leggo. The vote was unanimously in favor of the motion with six voting YEA.

**Performance Bond  
Victory Gardens  
Veterans Drive  
Victory Gardens Housing LLC owner**

Commissioner Leggo moved to release the performance bond for Victory Gardens in the amount of \$4,441.00.

**FINDINGS:**

1. The applicant has addressed the grading issue observed during the site inspection by the Town Engineer on August 25, 2014

**CONDITIONS:**

None.

The motion was seconded by Commissioner Sobieski. The vote was unanimously in favor of the motion, with six voting YEA.

**IX. PETITIONS FOR PUBLIC HEARING SCHEDULING**

- A. Petition 01-15: Special Exception (Section 6.2.4: Free Standing Sign) at 345 East Cedar Street ("Gospel Hall") ARTfx Signs applicant, The Gospel Hall, owner, Max Ballardo, ARTfx Signs, 27 Britton Drive, Bloomfield, CT, contact.

Craig Minor: This application was received from the Gospel Hall congregation. They would like to install a free-standing sign in front of their property, and they have submitted an application to that affect. As you can see in the information they have provided there will be a fairly large area of digital message, and of course this is an issue. Mr. D'Amato and I discussed this with the applicant, and I included a copy of the regulations in the agenda packet. The sign regulations prohibit "internal illumination by mechanical controls which produce an illusion of movement" so I brought this to the applicant's attention. The congregation is willing to keep the message the same for a week without changing it, and that complies with your regulations. If there are other issues, other reasons why you might want to deny the application, bring them up during the public hearing to get them on the record and give the applicant the opportunity to rebut, but it meets the letter of the regulation.

Commissioner Anest: Just like Walgreens?

Craig Minor: I don't know about Walgreens, but I do know about this one, and this meets the letter of your regulations.

Commissioner Aieta: The intent of the regulations is that we don't want digital signs. It's clear from the record that was established when the Town came in and wanted to put the sign on the high school property. The discussions at that TPZ meeting and the discussion that our Chairman, Cathy Hall, had with the Council. She actually went to the Council to discuss the digital sign issue, so there is a record, a TPZ record that this Commission is against, not in favor of digital signs. We've had several other applicants come in and we have denied them from having digital signs. One of them was the Mayor of the Town of Newington for his business, Stonehedge Landscaping.

Craig Minor: As I understand it, you didn't say that he was ineligible; you allowed him to make his presentation, and you denied his special exception because you felt it would have an effect on the residences across the street. That is a valid reason to deny a special exception because you thought it would have an effect on the residents across the street, but that's different from saying that it wasn't eligible to apply in the first place.

Commissioner Aieta: But there is language in here where we do permit it, and we permit it as time and temperature, digital signs and for gas station pricing only on the Berlin Turnpike. There is a record of what we allow.

Craig Minor: But you are taking it out of context. Your regulations allow a message that contains the illusion of movement only in certain circumstances; but if there is no illusion of movement, then there is no problem. If the message doesn't change for seven days, then how do you make the argument that there is an "illusion of movement"? I have the advantage of not having been here back during the previous application, so I'm looking at it objectively.

Commissioner Aieta: That's the problem, you don't have the historical record.

Craig Minor: I'm looking at what the regulations say.

Commissioner Aieta: Well, I'm telling you what the intent of the regulations are and how we interpret the regulations and that is a digital sign, and digital signs are allowed only under the circumstances which I just told you, time and temperature and gas station pricing only on the Berlin Turnpike. Those are the only instances where they are allowed in the Town of Newington.

Craig Minor: But that's not what it says.

Commissioner Aieta: Then change the regulation.

Commissioner Leggo: So what you are saying is that by what the regulation says, they have the right to apply for this.

Craig Minor: I'm saying it meets the minimum requirements. Now, if, as you conduct the public hearing you learn things about their site-specific request that you feel warrants denying it, that's your obligation, that's your job. But it meets the minimum requirements to come before you for you to make a judgment as to whether to approve it or not. That's my position.

Commissioner Sobieski: Craig, do we have the right-of-way maps up in that area, to make sure this sign is on their property?

Craig Minor: We can do that. We have received a survey, and we can make sure that the survey is accurate.

Commissioner Sobieski: Because there is quite a bit of State right-of-way to the right on the top of the mountain.

Craig Minor: We can make sure of that.

Commissioner Sobieski: The other issue that I'm concerned about is that it distracts drivers up there, which would be my biggest concern.

Craig Minor: Those are good issues to bring up during the public hearing.

Commissioner Anest: I know that there is supposed to be a traffic light that is going to be put up there. Can we see where that is going to be compared to where this sign is?

Craig Minor: Good point. Yes.

Commissioner Aieta: You're reading this regulation wrong. I'm sorry, Mr. Planner, but you are reading it wrong. Under E, as defined under Section 9, "A sign which has intermediate internal illumination by mechanical or digital controls". It's not just that it produces the illusion of movement such as, but not limited to, flashing, running, rotating, video graphics. This digital sign will have digital graphics, changes in colors, brightness or scrolling, even if they change it once every twenty years, it still has the capacity to do it. It doesn't say, well, if they only change it once a month, then it's okay. You are reading stuff into the regulations that is not there.

Craig Minor: So which of these adjectives do you say the application possesses and therefore should be rejected? The scrolling?

Commissioner Aieta: I'm not sure.

Craig Minor: I'm not sure either.

Chairman Hall: That's why we need to hear the application. We need to hear it.

Commissioner Aieta: I wouldn't even put this on the agenda. I think you are opening yourself up to people coming in and challenging the regulations. You know the intent of this, of what we went through with this regulation and the people that we have stopped in the past from having these types of signs. Even here, we know what this says: "mechanical or digital controls". This is a digitally-controlled sign.

Craig Minor: If it produces an illusion of movement. You can't ignore that phrase.

Commissioner Aieta: It will have movement because it is going to change; at some point, it is going to change. And it's going to be changed digitally, it's not a hand where they go out with placards and change the sign with their hands like we have on some churches, where the pastor goes out and puts the time.....

Craig Minor: But how is that - that's not an illusion of movement, that is movement.

Chairman Hall: The ones that have the little words on them are not lighted, per se. This is an internal illumination.

Commissioner Aieta: Changes in color and brightness for scrolling, advertisement messages.

Craig Minor: Right. But all of this comes back to that phrase, "illusion of movement".

Chairman Hall: Yes, but it says, "shall not be permitted".

Craig Minor: If it produces an illusion of movement.

Chairman Hall: Shall not be permitted.

Craig Minor: Right, and a message that changes once every seven days...

Commissioner Aieta: No, I don't.....

Craig Minor: Well, that will be part of their presentation.

Commissioner Aieta: I would never have told them that a digital sign would even be considered by this Commission. I would have stopped them right there, and have them come in with a conventional sign. If they want something that they can change the letters, then do what every other church does; have manual letters that they can change fifty times a week.

Audience Person: Can I just mention one thing?

Chairman Hall: You will have to come next time.

Audience Person: Okay.

Chairman Hall: Sorry, we can't have discussion at this point.

Commissioner Leggo: My only question, and it would have to be answered next time obviously, is whether this is a sign that once you put up the message, it doesn't rotate, spin, change colors or anything, it's just there. Unless it's changed.

Commissioner Serra: It has the capability of that.

Commissioner Leggo: Well, that's what we don't know, if that's the capability of that. I'm just trying to understand this.

Commissioner Anest: We know what we want with the sign. How many months did we work?

Chairman Hall: What is the pleasure of the Commission?

Commissioner Aieta: You know my opinion. My opinion is that I wouldn't even consider putting it on the agenda.

Commissioner Leggo: I don't know enough about what the sign is capable of doing. I think we have to hear more about it.

Chairman Hall: Other comments, because we have one opinion on each side.

Commissioner Leggo: That's why I got mine in quick.

Commissioner Anest: I'll go with whatever decision everyone wants.

Chairman Hall: All right, I'll make the decision. I think he has the right to be heard, and once we hear it, we'll decide. We know what our background is. Let them come, present, and then see how it fits into what we worked hard to establish, and what we believe this regulation says.

Commissioner Aieta: I have a problem with the Planner interpreting our regulations. This is not the first time that he has done that. This Commission interprets what this regulation says.

Craig Minor: I'm not interpreting it. With all due respect, you're the ones that are interpreting, which is your prerogative, but I'm just reading the plain language meaning of it because I don't have the history that you folks have.

Chairman Hall: So, do I have the backing that we allow them to come and present and then we'll make our decision accordingly.

Commissioner Sobieski: As long as it's accompanied by a site plan. We want a site plan.

Commissioner Aieta: Do you want something better than that?

Craig Minor: Something larger, sure.

Chairman Hall: And the right-of-way and all of that. There's a lot of work ahead of us.

## **X. TOWN PLANNER REPORT**

### **A. Town Planner Report for January 14, 2015**

Craig Minor: "Zoning Enforcement Issues Brought Up Previously": none. "Old Performance Bonds": There's been some movement on one of the long standing bonds that we have been holding. The property on 46 Commerce Drive, this was a site plan that was approved some ten or twelve years ago. The developer got part way through, then stopped and the bond has been in place for a number of years. I've contacted the owner a couple of times over the last few years, and gotten a little bit of reaction from him, not much, and I had kind of given up hope of seeing any action on that. I was told that the property was in receivership, so that's when I thought, well, we really are never going to get anything going on this. Then I got a call the other day from an attorney who apparently is involved in the transfer of this property, and she was very interested in the history and why there was an outstanding bond. I gave her all of the information, so I think maybe now there may be some resolution to this, now that the property is in play. That's the only thing on performance bonds. Next item, the "Newington Junction TOD Committee": I was asked at the last meeting to ask the consultants what those buildings were that they mentioned in their report, so I included this in the agenda package. The e-mail from Carol Schlesinger identifying A through H (the properties that were in her report), and where they are. They range from Massachusetts, West Hartford, to Boston, Cambridge.

Chairman Hall: Okay, any questions on that?

Craig Minor: The next item, "Low Impact Development Moratorium": I'll just read my report. I had second thoughts about my first draft of the moratorium amendment. A moratorium is implemented via the zoning regs and therefore technically is a zoning amendment. As re-drafted, the attached has been filed with the Town Clerk and forwarded to CCROG for their review. I recommend the public hearing be held at the next TPZ meeting on January 28<sup>th</sup>, 2015. The revised draft, which is in the package here, simply says that these regulations don't apply (during the period of the moratorium) to an addition to a single family house or the construction of a detached garage. So if the Commission adopts the moratorium for the 354 days that I have suggested, during that time the staff will work to either come up with a revision to the regulation, or a handout to help a homeowner wind his or her way through the regulations. The storm water manual which you folks saw back during the adoption process, the storm water management manual is this thick, and you almost have to read the whole thing to know enough for a small 600 square foot addition. So we need to come up with a regulation that the reasonably handy weekend project guy can do without having to hire a consultant. Now, there are lots of tools that are out there to help the homeowner who wants to do this. You can go to UConn and download an app for your cell phone to help you come up with a design for a rain garden. The problem is those are great for the homeowner who just wants to do the right thing, who wants to build a rain garden because it is a good thing. The problem is it's almost impossible for the staff to verify that the homeowner has mitigated enough storm water runoff to comply with the regulation. That's the problem of where we are. We need to come up with a regulation that the homeowner can do, to a level that we, the staff, can then verify that has been done enough. And until we do, it's unreasonable, in my opinion, to expect the homeowner to hire a consultant to prepare an LID plan for a project that is relatively minor, like an additional room on their house or an attached garage or something. Some towns went through this process and made the decision not to require LID for single-family homes at all. They set the threshold at 1,000 square feet of additional impervious, or higher, so that that homeowner doesn't have to go through this, whereas other towns have set the bar even lower. And I don't know how they are living with it; I'll have to talk to those folks. But in the meantime, during the period of this moratorium, homeowners will not have to comply with LID until we come up with a regulation that is more user-friendly. That is the purpose of this.

Chairman Hall: Questions?

Commissioner Sobieski: 600 or 650 is a really small area if they are just talking about putting an addition on a house. That's not taking into consideration patios people want to put in, or driveways, because you could blow right through that 650 with either one of those. So, my concern here is, do we just want to limit it to building, maybe we don't want to include a patio.

Craig Minor: I think what you are saying is that during the time of the moratorium the regulation that we come up with will reflect what you are saying.

Commissioner Sobieski: Right, because you are talking a lot of money incurred by some of the homeowners here to get a professional engineer or a design person to lay out their patio or something like that, to meet the LID. And then the lot may not be functional enough to do that.

Craig Minor: Well, there is an escape clause for that, but I think the point that you are making is that the regulation is complicated and needs to be fine tuned, and that's the point of this moratorium, so that while we are in the process of fine tuning it people won't have to comply with it, because it's a rather onerous regulation. There will be a public hearing on the 28<sup>th</sup>, and I'm sure there are people who feel that the regulation is good, it should remain, and they will have the opportunity to speak on behalf of keeping the regulation.

"Moratorium on Development in the CTfastrack Neighborhood Stations": I prepared a memo for you, it's two or three pages long, and in a nutshell my understanding from what the Commission said the other day is that it is higher-density residential development that you are most concerned about in the two CTfastrack neighborhoods. So what I'm going to come back next time with is a proposed moratorium on higher-density residential development in the CTfastrak neighborhoods, if that is what the Commission wants, and I will probably recommend it be for twelve months to give us time to adopt new regulations for those two neighborhoods.

Chairman Hall: Questions, comments, agreement? Okay, we're good.

Craig Minor: Okay, that's my report.

Chairman Hall: And you were going to respond to John.

Craig Minor: Yes. I found the mylars that the applicant for Packard's Way was supposed to record back when the subdivision was approved, a number of years ago. We've always had copies of those mylars, so we have always had the information that those mylars contained, but we've never had the actual original mylars that were supposed to be recorded in the land records years. I had asked the Town Clerk a while ago if we could just make a copy of the copy and she said no; they have to be originals with engineer's seals with the original signature of the then TPZ Chairman, but those mylars had disappeared. Well, they've turned up. It turns out the engineering firm that was hired to do the work originally, which went out of business was acquired by another engineering firm, and they have those mylars. So I contacted the developer last week and told her who to contact at that engineering company to get those mylars and bring them to the Town Clerk and record them, so they will finally be on file. So that wraps that up. Also, there was a condition of approval regarding the utility connections to the two existing houses at the bottom of Packard's Way, which apparently the developer has not complied with, so I will be contacting her about that because she still needs to do that. Take the existing overhead utilities and bury them, that hasn't been done, which was a requirement, so I will bring that to the developer's attention.

#### **B. ZEO Report for January 2015**

Mike D'Amato: You have copies of the ZEO report for the month, right? I don't think there is much to go over. It's pretty self-explanatory. If you have questions about specific actions, we can certainly go over it, and if there is detailed information to be provided later, we can, but I have another item I'm bringing to you.

Commissioner Aieta: At the last meeting we asked the Planner to forward to you a problem that we were having at 44 Pane Road. We asked to pull the file and see what we approved there. They are negating their approval by opening the second access to the parcel on the east side of the building which is prohibited in the action that we took.

Mike D'Amato: He did forward that to me, and I'm in the process of working with the owner, and figuring out, pulling all the priors and figuring out what is going.

Commissioner Aieta: There were reasons why there were restrictions on the number of cars that he could display for sale, in the front of his property.

Chairman Hall: I want to thank you for putting the names of the businesses with the addresses. In the past, we had the addresses, which was fine, but we weren't really sure which business it was, so this is a big help.

Mike D'Amato: As well as for me. As my mental map of Newington grows, from the Berlin Turnpike, and you know, it's easier for me, so I try to work with both. As to the format of that, I'm trying to work with the IT department to come up with something that delivers the information in a way that is easier for us, and also so I can get quick information to you or whoever is requesting it, so that may change as time goes on. I still want to keep it concise; we don't need to get into the specifics of everything. You know the regulations, so we don't need to get too much into it unless there is a specific issue, but the format, the information, will stay the same. I'm trying to make it a little more user friendly, on both sides.

Chairman Hall: Thank you.

Mike D'Amato: So there are no questions about specific actions that have gone on in the last month? I'm coming to you with, for lack of a better word, a request for determination. We received an application in the middle of November for a property located at 741 New Britain Avenue, I believe it's the Twin City Plaza, the old New Britain appliance location, the large space there. In talking with the applicant it's not unclear as to what they want to do, but it's a little bit unclear as to how his proposal fits into the regulations for that specific zone. It's an existing retail space which is non-conforming, it's in an Industrial Zone, so obviously there are certain things that are allowed there. The applicant has proposed, and you may have seen it, it's called Table Top Hobby Shop. Basically his business is retail, as well as a specific portion of his space set up for people to demo the table top games that they plan on potentially purchasing, but also to play them. I have the business summary which he has provided, which I can pass out if you would like to look at it. But the regulations talk about arcades, billiards, pool rooms and other amusement type uses that are not prohibited in that zone.

Craig Minor: You mean are prohibited in that zone.

Mike D'Amato: Are prohibited, sorry, they are not permitted. So when I spoke to him and said arcades and the like are not permitted, he was adamant that he is not operating an arcade. There are no electronics sold, he does not have arcade machines, he doesn't have a pool table. This is a different type of business. Not being here for an extended period of time, and getting a good grip of how these types of things are interpreted by you, I am here to give you the information so you can maybe come up with an idea as to whether or not this is something that would work. Like I said, I do have his summary, and I can pass that out, or we can get it to you via e-mail.

Commissioner Aieta: Explain just a little bit more. These are video games on the computer?

Mike D'Amato: No. Let me just read a section here. "Our primary business is selling board games, card games, tabletop miniatures, and tabletop role-playing games" so they plan to sell things like Monopoly, Risk, The Game of Life, chess. So you go there and look at, he says there are thousands and thousands of board games, so you could go there and say, "I want to learn about Monopoly". You sit down at the table, you play it, you're instructed, you figure out how to play it, you determine if you want to buy it. Or, on a Saturday, you and a bunch of friends can go there and play Monopoly, or other various tabletop games. Nothing that requires electricity. Board games. The name of the business is "Your Friendly Neighborhood Tabletop Shop, Hobbies, Games and Collectibles". They have an extensive retail section. This is another part of their business.

Commissioner Anest: Do they have a business somewhere else, or is this brand new?

Mike D'Amato: They have a business existing in Newington, but not like this. They have a warehouse on North Mountain Road in a unit there. Their lease is up. This is something that they want to do, and he equates it to someone who would go to a comic book shop and get together and read the latest comics and purchase the latest comic, it's that type of thing. Like I said, the easiest way to picture it is, nothing requiring electricity. His argument was that he's not an arcade, there is no money and machines, there's no pin ball, nothing like that. He doesn't have billiards, he doesn't have darts, he doesn't have any of that stuff. They don't plan on selling food, they are not preparing food. He equated it, based on looking at the regulations, more on the like of a fraternal organization, in the sense where everybody's gathering.

Chairman Hall: Like a community center.

Mike D'Amato: This is where he wants people to come. They are close to Central, and he wants people to come by and play a game, and talk to people face to face. This is not where you come to set up a laptop and play video games with people on your own. This is different.

Commissioner Anest: Is he going to charge people to come in and play games?

Mike D'Amato: There is not an admission. Like I said, it's a retail shop, but the only difference is, you can actually play what you plan to purchase, or come in with your purchase and play it with people. I don't know if he is going to rent games, I didn't get into that with him.

Commissioner Aieta: It's more like a private club.

Mike D'Amato: I don't know about private, just like someone who would go bowling; you are going there and using his space. Whether you bring your own game or not.

Commissioner Andrzejewski: Like a preview before you play.

Mike D'Amato: At least fifty percent of the space that's occupied by the public is set up for retail, and he's got storage and bathrooms and that kind of thing, but the front is split into two parts. He's got a sales counter, and various cases to purchase, and then the other side is just tables and you would go there to play, Life, and Sorry and chess.

Commissioner Aieta: What's unique about this property, Mike, is that it's in an Industrial Zone. The amount of things that you can do in an Industrial Zone is a lot more permissive than just in a commercial zone or a PD Zone.

Mike D'Amato: What I don't want to get into is me saying, based on what I see here, this works, and then you see it opened and have a different understanding. So I'm looking for some guidance.

Chairman Hall: Sounds like a new concept that we haven't thought of, and he has thought of, and now we have to...

Mike D'Amato: He's an existing Newington business, he's been very receptive, he's not trying to skirt anything, based on my impression. This is just me working with him.

Chairman Hall: No games of chance, no betting, no competitions or anything like that?

Mike D'Amato: You may hear that at the Convention Center they hold a comic con....

Chairman Hall: That's a whole different deal.

Mike D'Amato: Right.

Chairman Hall: You start getting involved with that, that's...

Craig Minor: The ConnectiCon folks are in Newington, and I think they are on Mountain Road.

Mike D'Amato: Yes, so this is.....

Chairman Hall: This could be part of it. Especially when you said role playing, yes, because sometimes they come dressed as the characters. Seriously.

Mike D'Amato: This is ConnectiCon. This is the applicant.

Chairman Hall: That puts a different spin on it.

Commissioner Aieta: He has some good things going for him because of the location. There is plenty of parking, the parking is underutilized; the space that he is talking about is a large space; I don't think there are any residential parcels that abut it; it's on the border of this town and New Britain; and it's in an Industrial area, I mean, the next street over is John Downey Drive, so for any type of a thing that has people coming and traffic, this is a perfect area. I'm not, I don't know that much about it, because I don't know what he wants to do.

Chairman Hall: There is a huge difference between the game of Risk and Battleship and Dungeons and Dragons. It sounds as if we've got this mixture that come in and play whatever, but if it goes more towards the characters, because people become the characters. They come dressed and...

Craig Minor: And ironically, we do allow Children's Theater in the Industrial Zone.

Mike D'Amato: And like I said, everything is to be done, no electricity, everything is to be done by use of the table tops.

Chairman Hall: I understand all of that, but I also know what the games are like, I mean, they are intense. Interesting. Halloween every day.

Commissioner Leggo: Looking at the wording, I understand the "no electricity" part, but this is saying excluding billiard, bowling alleys, arcades, and other amusement type uses, so you are kind of on the fence there. Board games, and a bunch of people getting together to do something like that, that's "amusement" use. I'm basically saying, I don't know, but I read that and I thought "electric", you know we're talking about electronic games and stuff like that. But the way that the wording is here, we're talking about more than that.

Craig Minor: And the wording here is almost right, except for all of the examples that they give: "soccer, deck hockey, ice skating rinks and similar sports", those are all active, those are all physical, those aren't sitting down at a table passively. I think this regulation could be revised, 3.70.6 a, with very little effort it could be tweaked to make what they want to do allowable. But I think it would be a real leap to say that as it currently reads it would allow what they want to do.

Mike D'Amato: Part of the reason that I brought it to you is whenever I look at zoning regulations I always try to keep in mind what would be the worse case scenario, what would be the most intense use that is allowed in that zone with the greatest impact on properties nearby. That's why, looking at other things allowed in this zone, and then looking at what is being proposed, as far as how this could impact other properties, to me it doesn't seem like the worse case scenario. It is very on the line, so I called the applicant and I said, if you look at this section, these things are not permitted. I read all these things to him, and he spent the next ten minutes adamantly denying that he is any of those things. He acted insulted to be called an arcade, because his thing is personal interaction. You sit and talk to people.

Chairman Hall: It's not an arcade.

Mike D'Amato: So rather than interpret it on my own...

Chairman Hall: I think we need to do a field trip individually before the next meeting.

Commissioner Aieta: To where?

Chairman Hall: It's open.

Mike D'Amato: It's not open, but they have stuff there. They are not open to the public. They have a building permit, they had to do some things. Originally he said, I'm going to fill this with tables, and the Building Inspector said if you fill it with tables you are at the threshold of an "assembly use" which is too many people and you would need to have fire protection. So then he said, "well, I'm not actually going to fill it with tables, I'm going to have this", so he provided plans and they have been working on that. He knows that if this turns out to be a "no", any work that he's done is at his own risk, but he does have a lot of retail stuff there that he just moved there.

Commissioner Aieta: We're not questioning the retail end of his business at all.

Mike D'Amato: Right, but what I'm getting at is, you could certainly make a visit to the property, and see what would go on there.

Chairman Hall: Unless he's got paper on the windows; those are big windows.

Mike D'Amato: It's completely open and I can certainly touch base with him to make the property available. The building has just under 300 parking spaces, not including handicapped.

Commissioner Aieta: What's the square footage of the area, just roughly.

Mike D'Amato: I don't have the square footage of that unit.

Commissioner Aieta: You were there; you would guess it's what, 5,000?

Chairman Hall: Kathleen would know, she rented space there.

Kathleen Clark (in the audience): The place that is a pawn shop right now, I used rent for six years, and that space was only 3,000 square feet, and this is way more than 3,000.

Commissioner Aieta: What, about 6,000?

Kathleen Clark (in the audience): I would think about 10,000. I'm betting at least 9,000, two or three times the size of my space. First it was a grocery store and then an appliance store. Just guessing.

Commissioner Aieta: I'm not familiar with this Comicon.....You know, my children are older. I don't know.....

Chairman Hall: If they have an event, it literally attracts thousands of people. If they have an advertised event. We may be leaping to a conclusion here, but if the name of the place is ConnectiCon.

Mike D'Amato: The person that I have been working with, his e-mail signature is ConnectiCon, but I'm not, I would not be comfortable saying that is what is coming there.

Chairman Hall: Absolutely not, but if we know this connection...

Mike D'Amato: He's saying table top role playing games, not acting.

Chairman Hall: There a possibility that if we were going to consider this, that we do what we've done for other things, and that is give it a six month trial, or something like that and if there aren't any issues...

Commissioner Aieta: Well, what do you do if we find out? How do you get him out of there?

Craig Minor: First of all you have to decide which, because as you know you have permissive zoning regs, which means it has to be in there or it's not allowed,

Commissioner Aieta: It's not in there, it's not allowable the way it's written now.

Craig Minor: There's nothing that is even close. Well, yes, under "special exception" what's close is recreation uses. "Recreation uses such as outdoor and indoor soccer, deck hockey, ice skating rinks and other similar sports facilities, but excluding billiards and pool rooms, bowling alleys, arcades and other amusement type devices", and then it goes on to talk about food. This is close.

Mike D'Amato: But this is primarily retail. If you go there and look at it, and say, this is a store.

Chairman Hall: Right, they are selling games.

Mike D'Amato: Essentially, correct. He is existing in Newington now, the business is in Newington, he's on North Mountain Road. I don't know in what capacity, like I said, I haven't been here long enough to know, but the business, this is him relocating.

Chairman Hall: Yes, he's going from essentially a warehouse to a store front, so that has to tell us something, as far as the motivation. He wants to have a presence.

Commissioner Leggo: I think a key factor is, he's just letting people come in and try the games, or is he renting the table and the game and saying okay, you can come in for this price and play for a couple hours.

Chairman Hall: Or not just price, but this week it's going to be whoever, and then next weekend, will be such and such and then those aficionados come in for those games.

Commissioner Leggo: Well, you can go into a lot of stores and try something out.

Commissioner Serra: Is he going to be doing mini-conventions there?

Chairman Hall: And they do attract.....

Commissioner Serra: Oh yes.

Mike D'Amato: There is language in here that says, "where to provide customers the ability to learn the games that they may plan to purchase", and there's another section in here that says there's a link to a specific event that happens a maximum of four times a year. Not that they host, but is somehow associated.

Commissioner Leggo: The question would be, is that event going to be there at some point?

Mike D'Amato: However you want to handle this.

Commissioner Andrzejewski: Do we want to bring the applicant in?

Commissioner Aieta: Reading the regulations it doesn't fit in there at all. This is a permissive regulation, it's not mentioned, it doesn't fit, so it's not permitted, under that section. So right now, today, we don't have a vehicle to allow it.

Chairman Hall: Except for the retail.

Commissioner Aieta: I'm not saying that he doesn't have the right to do a retail operation....

Chairman Hall: The congregation is what has us confused.

Mike D'Amato: I didn't have any comic books, I didn't them so I'm just as in the dark as any one else. I don't have any personal experience in that.

Commissioner Aieta: I'm not saying it's good or bad or not, I'm just saying, applying the regulations to it, it doesn't fit.

Mike D'Amato: You suggested a site visit. Like you said, it's wall to wall windows, you can look right in and see. Like I said, it's a pre-existing nonconforming retail use, and if you look at it and say, "but based on the space and what he has here, it can't really be", this can't really be the primary function; it's going to function as a retail store.

Craig Minor: Well that might be, and forgive me for not knowing this, but the Cromwell zoning regulations say that if you have an existing non-conforming use, and you want to change it to a different but less intense nonconforming use, however that is determined, it's allowable. Do we have something similar in the Newington regulations?

Commissioner Aieta: No we don't.

Craig Minor: All right, forget that then.

Commissioner Serra: He's going into the building as a retail business either way, is that correct? So it's all or nothing?

Mike D'Amato: This is what worked for him as far as the rent and everything else, if this doesn't work, he's leaving town. His lease on North Mountain Road is up, it's not working for him, so he will be packing up and leaving town if this doesn't work for him.

Chairman Hall: What's his web site?

Mike D'Amato: On his e-mail, back and forth, it's ConnectiCon. The name of this is Table Top Shop, Your Neighborhood Table Top Shop.

Commissioner Serra: And what's his time frame to get this done?

Mike D'Amato: He applied for a building permit to make some minor renovations for bathrooms, and handicapped accessibility. There is nothing that he needs to do for this, other than bring in the stuff.

Commissioner Serra: But his lease is up at the other location, so what's his time frame as far as wanting to get this in and get this open? What kind of time do we have?

Mike D'Amato: We have already sat on this for over a month.

Chairman Hall: He's already got stuff in there, right?

Mike D'Amato: Yes.

Chairman Hall: We'll do a little bit more research. Interesting.

Mike D'Amato: I will leave these here, this is his explanation, his business summary, for lack of a better word. If you need me to contact him... If you have any other questions for me?

Chairman Hall: As I said, we will do some more research.

Mike D'Amato: I don't know if there is anything in the regulations for special events, anything along those lines. I looked at something for the Relay for Life.....

Craig Minor: But those are for non-profits.

Commissioner Anest: There is an event; there will be game demonstrations and tourneys throughout the day.

Chairman Hall: And that is in April?

Commissioner Anest: April 11, 2015 from ten to ten.

Craig Minor: At North Mountain Road?

Chairman Hall: No, at 741 New Britain Avenue.

Craig Minor: Well, we've better get bustling then.

Mike D'Amato: Anyone else have any additional questions about anything? Oh, the other thing that came up at the last meeting was about Newington Electric on Pane Road with the drainage. Newington Electric is not in that building, they are in Progress Circle. There is no evidence that they ever occupied that building, but that building is vacant. There is a drainage pipe that discharges at the curb, that was existing.....

Commissioner Aieta: No, it wasn't existing, it was put in when they did the landscaping.

Mike D'Amato: I talked with the Engineering Department and that was what I was told, but there is no one occupying that building.

Commissioner Aieta: Because I watched them put the pipe in.

Mike D'Amato: Their understanding was that the pipe was existing, but it was not functioning as designed so during various site improvements they brought it back to the way it was installed. It wasn't functioning properly at the time that the improvements were made, but the pipe didn't go from no pipe to now there is a new pipe here. That was the history that I was given and I didn't explore that any further based on the fact that the building is vacant. If it's an issue in the road, if the pipe is draining into the street, and it's creating an issue with icing, or whatever, then that is something we can deal with from an engineering perspective. That's what I have as far as that.

Commissioner Sobieski: Mike, that was my concern, because I looked at it, and it's right where the charging station is, and if you get heavy rain it's going to freeze at night, and someone could have an accident. My understanding is that you're not allowed to drain property pipes onto town roads.

Mike D'Amato: No, you're not, that's correct.

Commissioner Aieta: The other problem is that the catch basin is quite a distance, on the corner, at the next public street at the CL&P property. So the distance between this discharge and the next catch basin is quite a distance, and the complaint that I got was that there was ice there.

Mike D'Amato: Yes, so it's something that we will look at.

Commissioner Aieta: I'm only acting on a complaint.

Mike D'Amato: If it's an issue and it's an existing pipe and we can't say, you weren't supposed to put it there, so you need to have to take it out, if we have to deal with the fact that it is there, then we need to look at it from another perspective to make the road safe.

Commissioner Aieta: There is some history here. It was never required by the former ZEO for them to come to the zoning board to address some of these issues. He gave them the permits to do renovations and stuff to the building without them coming to the zoning board, and this is one of the issues that we would have picked up. We would have required new drainage for his parking area, not drain it into a public street. If you did that with your house, the Town would come and make you move it, or arrest you. I don't know how a business can get away with doing that.

Chairman Hall: Everyone all set? Thank you, Michael.

**XI. COMMUNICATIONS**

None.

**XII. PUBLIC PARTICIPATION (for items not listed on the Agenda; speakers limited to two minutes.)**

John Bachand, 56 Maple Hill Avenue: I just wanted to say I'm encouraged that Craig found the original mylars, and do you know if those are signed?

Craig Minor: I believe that they are.

John Bachand: The copies that I have are unsigned, so yes, I'm encouraged. I just wonder if it is unreasonable to expect or hope that that would be done in some reasonable time frame, or setting a time frame, or a requirement that it is actually done, or is it just a good faith effort.

Craig Minor: None of the above. How about I talk to you tomorrow?

John Bachand: Then is it unreasonable to hope that that Certificate of Action actually gets filed in the land records? Because that was a town regulation also, that it was supposed to be part of the approval.

Craig Minor: It's on the mylar, so it's all part and parcel.

John Bachand: So it would be on one of the pages, it would be a copy of the copy that is signed down in the Building Department.

Craig Minor: And it's on the original mylar.

John Bachand: Okay, so then that whole package that was supposed to have been, I guess, correct me if I'm wrong, but all of those four or five pages that was supposed to be filed in the land records?

Craig Minor: Yes.

John Bachand: Good, because that one sheet, I think it's Number Two, or C2, has that one note that says that the property to the north, which is referring to me, has a right to drain to that catch basin. That's what I'm most concerned about. All right, I'll send you an e-mail. Thank you.

### **XIII. REMARKS BY COMMISSIONERS**

Commissioner Anest: First of all, I'm going to my first CCROG meeting tomorrow. Also, can we get an update on the Firestone action?

Craig Minor: How about I send an e-mail to the members tomorrow? Because I've gotten stuff from the Town Attorney every other day.

Commissioner Anest: All right. The other thing is, could we have the Town Attorney come in and talk to us about the Supreme Court decision on the Rocky Hill convalescent home, and how that will help us with what we want to do, and what we don't want to do. I think that would be very beneficial to all of the Commissioners.

### **XIV. CLOSING REMARKS BY THE CHAIRMAN**

Chairman Hall: We got a lot accomplished tonight. We'll see you on the 28<sup>th</sup>. We will start at 6:00 because of our heavier agenda, so there will be a special meeting again, reviewing our regulations, and then the regular meeting will start at 7:00, here on the 28<sup>th</sup>.

**XV. ADJOURN**

Commissioner Serra moved to adjourn the meeting. The motion was seconded by Commissioner Aieta. The meeting was adjourned at 8:25 pm.

Respectfully submitted,



Norine Addis,  
Recording Secretary