

NEWINGTON TOWN PLAN AND ZONING COMMISSION

December 11, 2019

Special Meeting

Chairman Stanley Sobieski called the special meeting of the Newington Town Plan and Zoning Commission to order at 6:45 p.m. in the Conference Room L101 in the Newington Town Hall, 131 Cedar Street, Newington, Connecticut.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL AND SEATING OF ALTERNATES

Commissioners Present

Commissioner Anthony Claffey
Commissioner Michael Fox
Commissioner Garrett Havens
Commissioner David Lenares
Commissioner Domenic Pane
Chairman Stanley Sobieski
Commissioner Thomas Gill-A
Commissioner Bryan Haggerty-A

Commissioners Absent

Commissioner Stephen Woods
Commissioner Hyman Braverman-A

Staff Present

Craig Minor, Town Planner

III. ELECTION OF OFFICERS FOR 2020

Commissioner Claffey nominated Commissioner Pane for the Office of Chairman, seconded by Commissioner Havens. There were no other nominations for Chairman so the secretary cast one ballot for the office.

Commissioner Lenares nominated Commissioner Claffey for the office of Vice-Chairman seconded by Commissioner Havens. Commissioner Fox nominated Commissioner Sobieski but there was no second and the nomination was withdrawn. The secretary cast one ballot for Commissioner Claffey.

Commissioner Havens was nominated for the office of Secretary by Chairman Pane, the motion seconded by Commissioner Lenares. The secretary cast one ballot of the office of secretary.

IV. SETTING OF REGULAR MEETING DATES FOR 2020

Craig Minor: The meeting dates are set for the second and fourth Wednesday of every month with a couple of exceptions, and as modified so as not to conflict with any holidays. The dates are in the packet, and the one re-scheduled is April 6th. (See attached.)

Thomas O. Haggerty
TOWN CLERK

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Commissioner Claffey: What holiday is that?

Craig Minor: That conflicts with Passover.

Commissioner Claffey: We meet on a Monday in November?

Craig Minor: That has been your custom, so as not to be meeting the day before Thanksgiving.

Commissioner Claffey: And we only have one meeting in December?

Craig Minor: Correct, that has also been your custom, not to meet a second time in December.

Chairman Pane: Are there any other questions on the schedule?

Commissioner Fox moved to approve the meeting dates for 2020, seconded by Commissioner Sobieski. The vote was unanimously in favor of the motion, with six voting YEA.

Commissioner Claffey: I have just one question on the schedule. I was thinking about as we get the packet of changes and applications, what is the standard, we get the e-mails from your office that the agenda is set and then sometimes, a day or two before, we get an amended agenda, or a new agenda, what is the standard.....if someone comes in late and there is like only one item on the agenda and we want to add it?

Craig Minor: We can talk about that in the future, but my normal procedure is to get the agenda out with the materials no later than Thursday of the week before the meeting to make sure you have the whole packet over the weekend to read and question. If something comes up at the last minute that needs to be taken up by the Commission at that meeting, I will talk to the Chairman, make sure the Chairman has no objection to adding it at the last minute and then depending on what it is, like a last minute request to have public hearing scheduled for some special permit activity, I would usually not go through the confusion of filing an amended agenda. I just let you gentlemen show up and, well, I talk to the Chairman first, and then you show up and see that there was a special permit for a day care added to the agenda, just for scheduling. If it is something substantial I will go through the process of actually amending the agenda, filing the agenda with the Town Clerk.....

Commissioner Claffey: But there is no set time, like if the Monday before our Wednesday meeting, a person came in and wanted to get on the agenda, there are no guidelines?

Craig Minor: There are guidelines, yes in fact the by-laws specifically say that anything that comes in more than either two weeks or ten days before the meeting doesn't go on the agenda, but I try not to be too draconian about that, but to use common sense, and with conferring with the Chairman, whether to add something, a last minute item or not. The by-laws do give us the ability to say to someone, sorry, you missed the deadline, you will have to wait until the next meeting.

Commissioner Fox: Section 1.8 of the by-laws talks about as the town planner said before, must be submitted 14 days prior to the meeting and to be placed on the agenda, any information relating shall be filed at least 14 days. Additional agenda items that are not within the fourteen day period, no less than seven days prior to the next regularly scheduled

meeting. A staff person or Commission member must make a request to the Chairman stating the reasons for the agenda addition.

Chairman Pane: I think he realizes that and on occasion while we have put things on the agenda just to be a little bit more friendly, as long as it wasn't a major deal. I think that's pretty much the rule. Any other questions?

V. APPOINTMENTS TO CRCOG REGIONAL PLANNING COMMISSION

Chairman Pane: The next items is the appointments to CRCOG, the regional planning commission and Stanley Sobieski has said that he would remain on that and I believe his service is still going on, is that.....

Commissioner Sobieski: I'll get you an answer for during the week.

Chairman Pane: We are comfortable with you staying on that CRCOG Commissioner Sobieski, you have done an excellent job with it.

Commissioner Sobieski: Like I said, the by-laws were changed to a two year term, so that is what I have to check. I'll talk to Emily and get you a copy, I thought I gave you a copy back in October.

Craig Minor: And the current alternate is Commissioner Woods.

Chairman Pane: I have talked with Commissioner Woods and he is fine with continuing also.

Craig Minor: Okay.

Commissioner Sobieski: His term would be two years also.

Chairman Pane: Okay, that covers everything.

VI. ADJOURN

Commissioner Fox moved to adjourn the meeting. The motion was seconded by Commissioner Sobieski. The meeting was adjourned at 6:55 p.m.

Respectfully submitted,



Norine Addis,
Recording Secretary

Town Plan and Zoning Commission

2020 Meeting Dates

Meets on the 2nd & 4th Wednesdays at 7:00 p.m. – Conference Room L-101, except where noted below.

Jan. 8	Jan. 22	Feb. 12	Feb. 26
March 11	March 25	<i>April 6 Monday</i>	April 22
May 13	May 27	June 10	June 24
July 8	July 22	Aug. 12	Aug. 26
Sept. 9	Sept. 23	Oct. 14	Oct. 28
Nov. 11	<i>Nov. 23 Monday</i>	Dec. 9	Jan. 13, 2021