

November 15, 2021

**Call to Order:** The monthly meeting of the Sterling Planning and Zoning Commission was called to order at 7:30 p.m.

Roll was called: Frank Bood-present, Dana Morrow-present, Ross Farrugia-absent, Victoria Robinson-Lewis-present, Alternate John Angelone-present, Alternate Jon Turban-present, and Alternate Kim Smith-Barnett-present.

Jon Turban is a new member to the Planning and Zoning Commission and introductions were made.

Alternate J. Angelone was seated for the vacancy created by M. Rouillard and Alternate K. Smith-Barnett was seated for R. Farrugia.

Staff present-Jamie Rabbitt and Joyce Gustavson.

**Audience Comments:** None.

**Approval of Minutes:** D. Morrow made a motion, seconded by V. Robinson-Lewis to approve the monthly meeting minutes of 9/20/2021 as written and presented. All voted in favor of the motion.

**Correspondence:** None.

**Unfinished Business:**

**a. Discussion Regarding Plan of Conservation and Development:** F. Bood submitted for the record a sketch drawn by Ron Marchesseault, a Right of Way Survey Map Showing the Easement Acquired from the Town of Sterling by The State of Connecticut, and a Property Survey Map Showing A and B Parcel Division at the Revere Site, Prepared for Town of Sterling, Sterling Road (Route 14) & Industrial Park Road, Sterling Connecticut (copies on file). F. Bood reported that before the municipal elections, many questions were asked regarding the Plan of Conservation and Development (POCD) plans for the Revere Site, which was a mill site until a fire in 1985. At that time, due to unfunded tax liability, the State took ownership of the site and cleaned up the parcel which later reverted to the Town. The seven (7) acre parcel is in the middle of Town. At present time, the State wants to take a small section to be used for parking. Years back, the UConn School of Landscape Architecture presented renderings of how the space could be utilized. There is a new infrastructure bill that is being discussed where towns can apply for funding where it may only require "Conceptual Plans" as opposed to "Shovel Ready" projects. A lengthy discussion was held regarding the safety of parking for horse trailers, individuals unloading and loading bicycles, pedestrians with children in parking areas, wall barriers, and stop signs to slow down traffic. Possible plans include a soccer field, basketball courts, gazebo, and tennis courts. J. Rabbitt will work on conceptual active/passive recreational uses and present the conceptual plans at the next scheduled meeting so we can be ready for grant funding when it becomes available. D. Morrow made a motion, seconded by V. Robinson-Lewis to table this item to the next meeting. All voted in favor of the motion.

**New Business:**

**a. Consider & Act on 2022 Schedule of Meetings:** V. Robinson-Lewis made a motion, seconded by D. Morrow to approve the 2022 Meeting Schedule as amended. (Note: The January meeting shall be held one (1) week earlier on Tuesday, January 11, 2022 instead of Monday due to Martin Luther King's Day). All voted in favor of the motion.

**b. Election of Officers:** Nominations were opened for the position of Chairman. Frank Bood was nominated for Chairman. There were no other nominations. V. Robinson-Lewis made a motion, seconded by D. Morrow to elect F. Bood as Chairman. All voted in favor of the motion. Nominations were opened for the position of Vice Chairman. Ross Farrugia was nominated for Vice Chairman. There were no other nominations. V. Robinson-Lewis made a motion, seconded by K. Smith-Barnett to elect R. Farrugia as Vice Chairman. All voted in favor of the motion. Nominations were opened for the position of Secretary. Dana Morrow was nominated for Secretary. There were no other nominations. K. Smith-Barnett made a motion, seconded by V. Robinson-Lewis to elect D. Morrow as Secretary. All voted in favor of the motion.

**c. Referral by the Board of Selectmen for State Acquisition by Eminent Domain for a Small Parcel of Town Owned Property Located at 160 Church Street (Side of Sterling Road):** Submitted for the record is an Offer Letter with a Revision date of 11/1/2017 and Right of Way Survey Aerial Map from the State of Connecticut Department of Transportation showing compensation payable to the Town of Sterling for the 160 Church Street acquisition (copy on file). J. Rabbitt reported that the State was going to buy the land, but the Town could not meet the time frame. The parcel of land that the State is going to acquire is located along the rail bed and continues west along Sterling Road (Route 14) to mid-section of the pond. J. Rabbitt stated that this not your traditional 8-24 review because the land shall be taken by eminent domain. V. Robinson-Lewis made a motion, seconded by D. Morrow to accept the Referral by the Board of Selectmen for State Acquisition by Eminent Domain for a Small Parcel of Town Owned Property Located at 160 Church Street based on a review the of the State's proposed acquisition of a small parcel of land owned by the Town of Sterling at 160 Church Street. The Planning and Zoning Commission determines that the acquisition is consistent with the Town's Plan of Conservation and Development. The Commission also understands that, as it is an action by the State of Connecticut, that a referral under Connecticut General Statutes 8-24 is not required, but still wants the minutes to reflect its determination regarding consistency with the Goals and Objectives of the Town's Plan of Conservation and Development. All voted in favor of the motion.

**Audience Comments:** None.

**Any Other Business:**

**a. Commission Workshop-Roles, Responsibilities, Policies and Procedures.** J. Rabbitt stated that the Commission has new members and his contact information is available by contacting J. Gustavson. A workshop could be held after the January meeting to distribute handouts and go over roles and

responsibilities. The Commission has two (2) main responsibilities; subdivision and zoning. D. Morrow made a motion, seconded by V. Robinson-Lewis to table this item to the next meeting. All voted in favor of the motion.

**Executive Session to Discuss 177 Gibson Hill Road – AKA- Gibson Park, LLC:** F. Bood reported that the Commission does not need to go into executive session.

**Adjournment:** V. Robinson-Lewis made a motion, seconded by D. Morrow to adjourn at 8:30 pm. All voted in favor of the motion.

Attest: \_\_\_\_\_  
Joyce Gustavson, Recording Secretary

Attest: \_\_\_\_\_  
Dana Morrow, Secretary