



# TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER

172 Main Street

Killingly, CT 06239

Tel: 860-779-5300, ext. 7 Fax: 860 779-5382

## SPECIAL TOWN COUNCIL MEETING

**DATE: Tuesday, July 5, 2022**

**TIME: 7:00 PM**

**PLACE: Town Meeting Room  
Killingly Town Hall**

**Meeting will be in person. It can also be viewed on Facebook Live or Channel 22. Go to [www.killinglyct.gov](http://www.killinglyct.gov) click on Facebook Live**

**1. Call to Order**

**2. Roll Call**

**3. Interviews of board/commission applicants**

- a. David Griffiths – Northeast District Department of Health

**4. Citizens' Statements and Petitions**

Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five minutes (45) and each citizen's presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council.

Public comment can be emailed to [publiccomment@killinglyct.gov](mailto:publiccomment@killinglyct.gov) or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment must be received prior to 2pm the day of the meeting. Public comment will be posted on the Town's website [www.killinglyct.gov](http://www.killinglyct.gov).

**5. Old Business – None**

**6. New Business**

a. Presentations of Student Achievements

1. KHS Yearbook Staff
2. Wrestling Team
3. Robotics Team
4. KHS Redline Newspaper
5. Girls Lacrosse Team
6. Golf Team
7. Football Team
8. FFA Star Awards
9. Boys Baseball Team

Visit us at: [www.Killingly.org](http://www.Killingly.org)

This institution is an equal opportunity provider and employer.

RECEIVED  
TOWN CLERK, KILLINGLY, CT  
2022 JUN 30 PM 12:59  
Clerk: Barbara M. Quinn

- b. Plan of Conservation and Development Presentation by Ann-Marie Aubrey, Planning Director, and Jonathan Blake, Planner 1/ZEO

**7. Executive Session- None**

**8. Adjournment**

## Interview Candidates for Boards and Commissions

### **Reappointments:**

#### **Northeast District Department of Health**

**David A. Griffiths – 70 Griffiths Rd, Killingly, CT 06239** is reapplying as Killingly's representative to the Northeast District Department of Health.

His term expires July 18, 2022. The term would run for 3 years and expire on July 18, 2025.



# TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE  
172 Main Street, Killingly, CT 06239  
Tel: 860-779-5300, ext. 7 Fax: 860-779-5382

## BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

*Please fill in the following information to help us keep our information current.*

DATE: 6/20/2022

NAME: DAVID A. GRIFFITHS

Physical Address:

70 GRIFFITHS Rd.

Mailing Address:

70 GRIFFITHS Rd Killingly Ct. 06239

Best phone contact: Cell: \_\_\_\_\_ Home: 860-774-0321

\*EMAIL: \_\_\_\_\_

PARTY AFFILIATION: ☐ Republican ☒ Democrat ☐ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

Currently a member of the (name commission) \_\_\_\_\_

I wish to be reappointed to this Board/Commission as a (regular / ~~alternate~~) NDDH member.

David A. Griffiths  
(signature)

### TOWN MANAGERS OFFICE TO COMPLETE

Attendance Current Year \_\_\_\_\_ Attendance Previous Year \_\_\_\_\_



## Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234

860-774-7350 / Fax 860-774-1308 [www.nddh.org](http://www.nddh.org)

June 15, 2022

Ms. Mary Calorio  
Town Manager  
172 Main Street  
Killingly, CT 06239

Dear Ms. Calorio:

The following terms of service on the Board of Directors for the Northeast District Department of Health will soon expire. Please note the following expiration date:

|                |                    |               |
|----------------|--------------------|---------------|
| Representative | David A. Griffiths | July 18, 2022 |
|----------------|--------------------|---------------|

According to the NDDH's By-Laws, participating municipalities shall provide official notice to the Board of the selection of any official representatives or alternates by submitting a certified statement of such appointment by the clerk of such municipality. In the event that any participating municipality fails to provide such notice or to appoint at least one representative to the Board, the Board shall allow the chief elected official of such municipality to vote as a member of the Board.

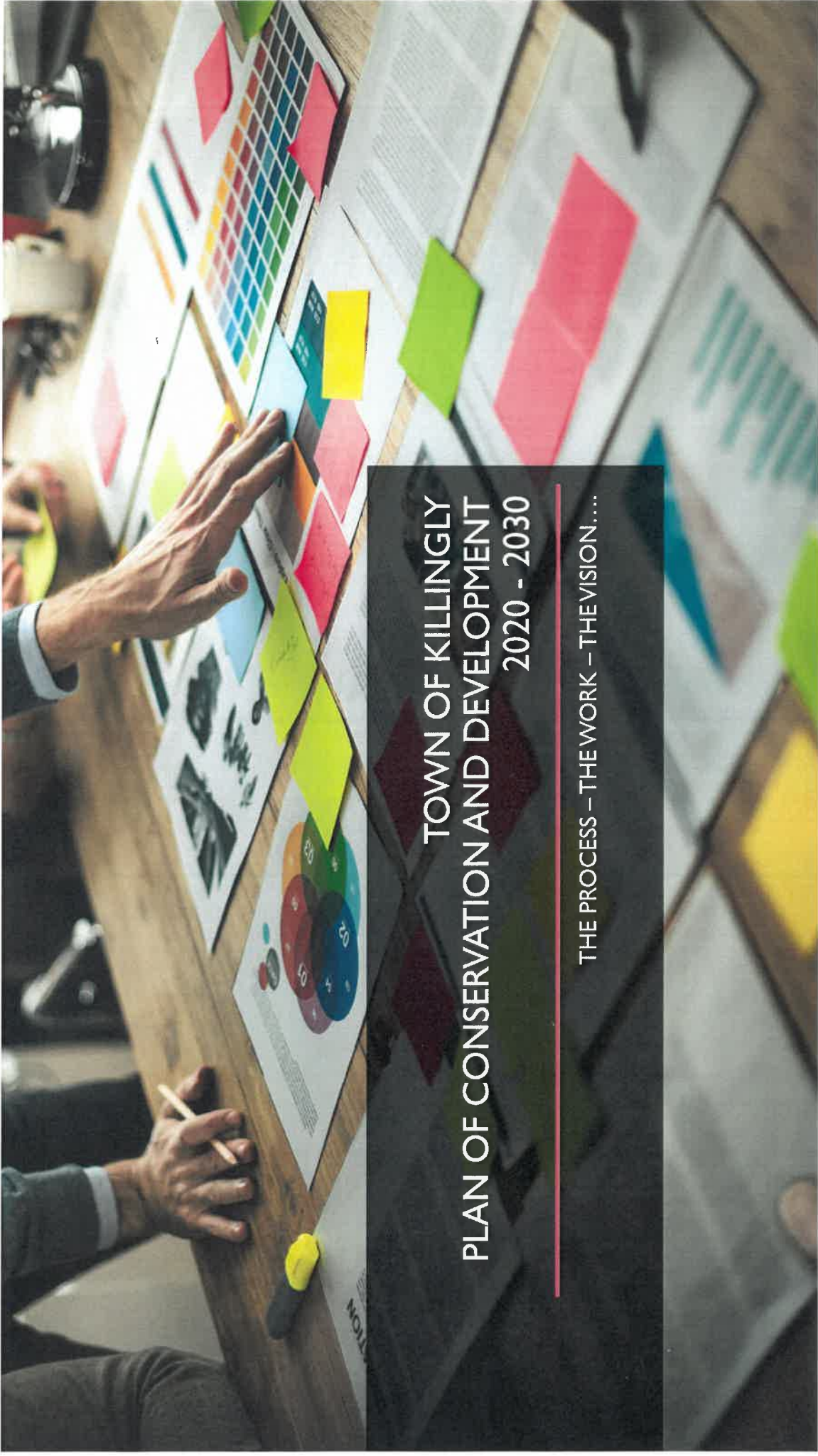
The term of office for members and alternate members of the Board shall be *three (3) years* as written in the By-Laws. Members and alternate members may be re-appointed for successive terms.

It is extremely important that all towns have proper representation on the Board of Directors. Our next Board meeting is scheduled for September 8, 2022.

Thank you for your attention to this matter. If you should have any questions, please do not hesitate to contact me at (860) 774-7350 x132.

Sincerely,

Linda Buisson  
Administrative Assistant  
(860) 774-7350 ext. 132  
[lbuisson@nddh.org](mailto:lbuisson@nddh.org)



# TOWN OF KILLINGLY PLAN OF CONSERVATION AND DEVELOPMENT 2020 - 2030

THE PROCESS – THE WORK – THE VISION....

Where does the  
legal authority  
come from  
for the

Planning Zoning Commission

to

create the Plan of  
Conservation and  
Development?

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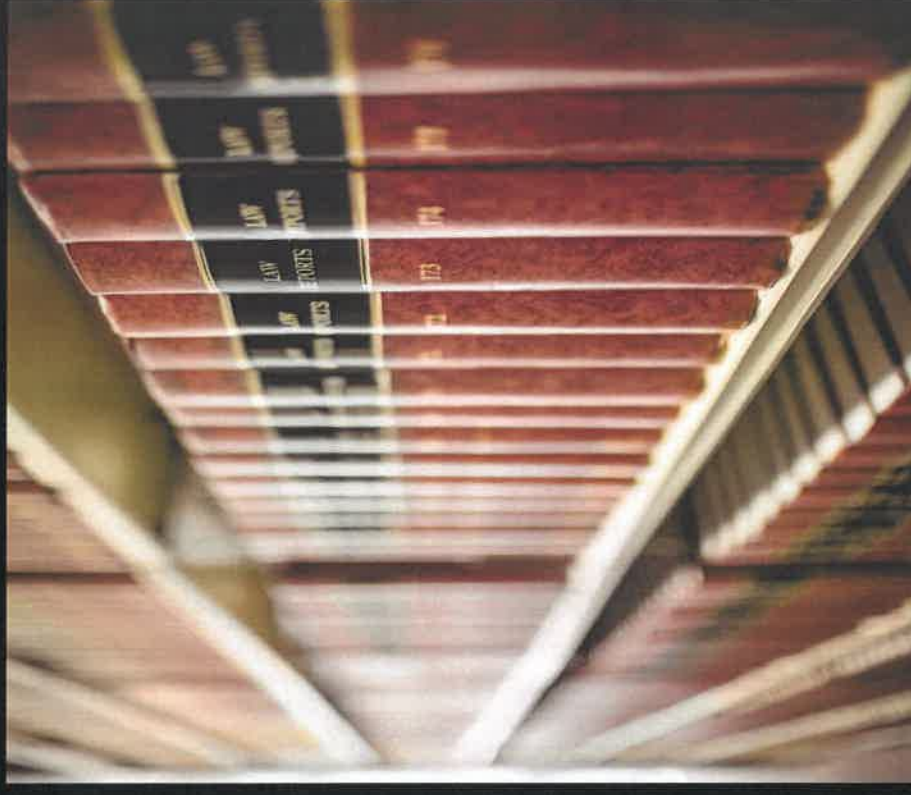


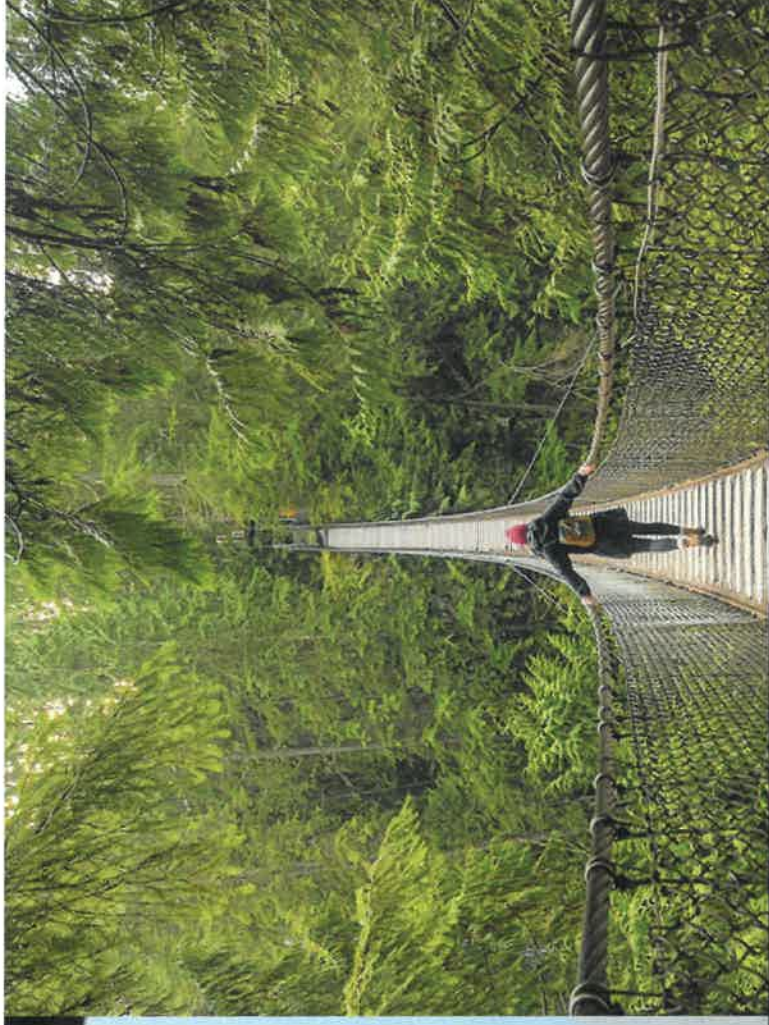
Under Chapter 126 (Municipal Planning Commissions); Section 8-23 (Preparation, Amendment, or Adoption of Plan of Conservation and Development) of the Connecticut General Statutes – the Planning Commission “...shall prepare or amend and shall adopt a plan of conservation and development for the municipality.”

Section 8-23 goes on to say – “The commission may, at any time, prepare, amend and adopt plans for the redevelopment and improvement of districts or neighborhoods which, in its judgment, contain special problems or opportunities...”

According to UCONN Clear’s Land Use Academy – “The commission must prepare, adopt or amend a plan for the municipality, showing the commission’s recommendation for the most desirable use of the land for residential, recreational, commercial, industrial, conservation and other purposes and for the most desirable density of population in the various parts of the municipality.”

The plan must be reviewed at least once every ten (10) years.





**THE PROCESS – LOGICAL NEXT STEPS  
IN CREATING THE P.O.C.D.**

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# 1) COMMUNITY OUTREACH – PUBLIC INPUT

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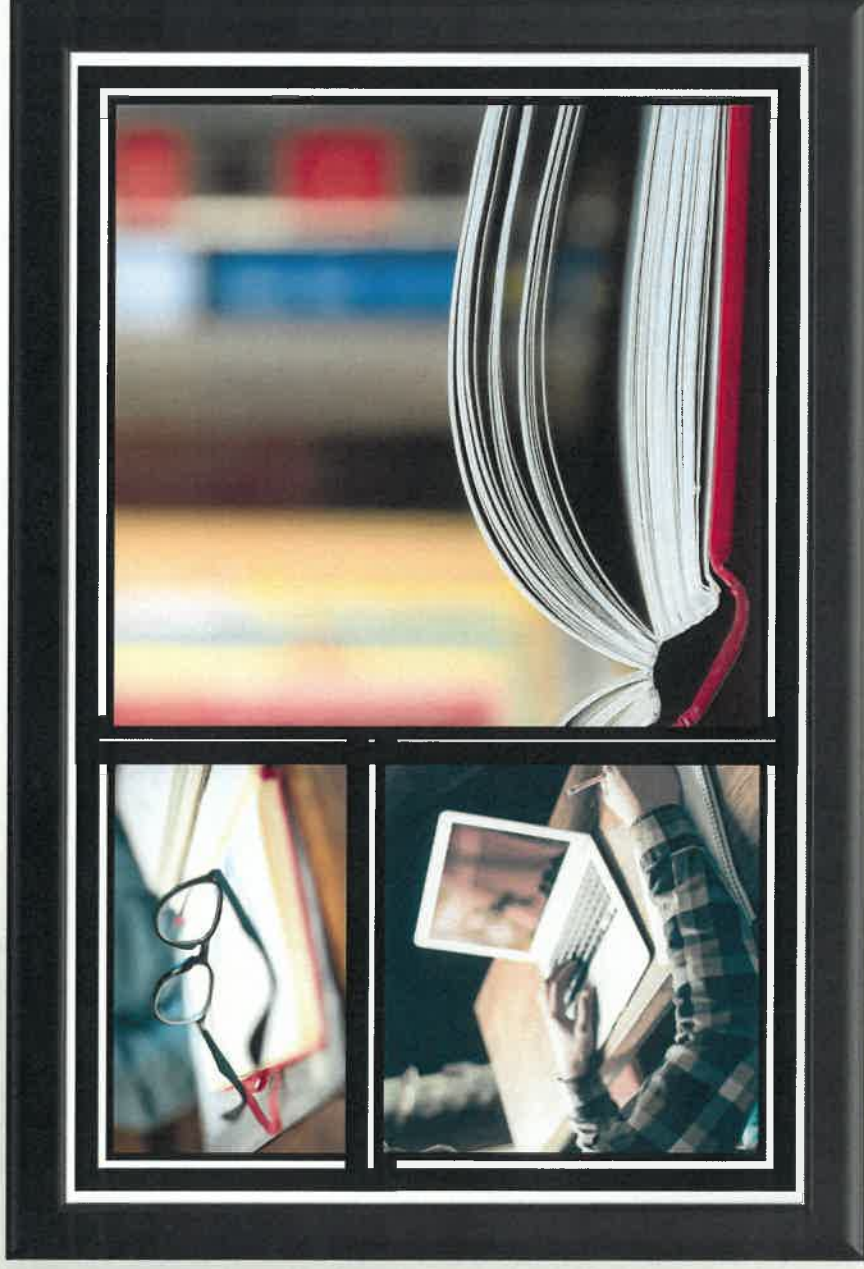
- a) Joint meetings with other boards and commissions
  - i) This process went on for 1.5 years
- b) We did the first public survey on-line and paper
  - i) We got over 187 responses total
- c) Held a public charrette on Saturday, January 12, 2019
  - i) Had between 60 to 70 participants
  - ii) Held at the High School Cafeteria
  - iii) Advertised in the Turnpike Buyer
  - iv) Articles in Norwich Bulletin, and other local publications
  - v) Signs at public library, parks & rec and some local businesses
- d) Talked to various department heads – Was there something we needed to add or delete? Was anything in conflict with any state requirements?



## 2) STAFF RESEARCH COMPILATION OF INFORMATION

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- a) Made sure we covered all the bases with the legal requirements under the State Statute (time frames, type of information, etc.)
- b) How do we create a cohesive and organized document that truly represented the Town of Killingly?
- c) Were there items from the previous plan that were still viable to the current plan?

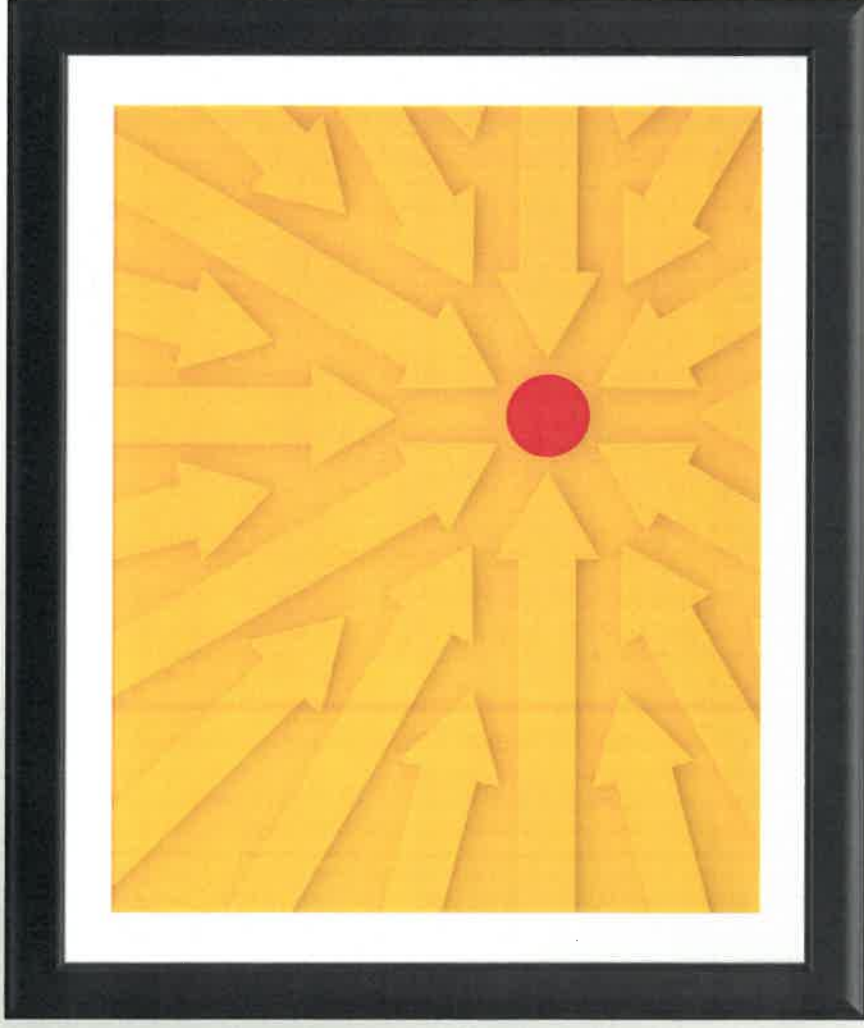


### 3) PROOFING / EDITING / MORE PROOFING

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- a) Did the final document accurately reflect the ideas and comments received from the public?
- b) Did the final document make sense for the Town of Killingly?
- c) Was the final document user friendly and easy to understand?
- d) Any typos that need correction...





#### 4) GOALS, POLICIES, ACTION ITEMS, TIME FRAMES, AND THE RESPONSIBLE PARTY

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- a) Goals: the “WHAT”.
  - b) Policies: the “WHY”: the thought process to reach the goal.
  - c) Action Items: the “HOW”: what must be done and the steps to be taken following the Policies?
  - d) Time Frames: the “WHEN”: how long will that particular Action Item take?
    - i) Short: 1 - 3 years
    - ii) Medium: 4 - 6 years
    - iii) Long: 7 – 10 years,
    - iv) Ongoing – never ending
  - e) Responsible Party: the “WHO”: who does the action and are the items being done in the appropriate time frame?

## 5) FINALLY! THE STAMP OF APPROVAL

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- a) Presented Final Version to the Town Council on November 12, 2019;
- b) The PZC approved the P.O.C.D. on April 20, 2020;
- c) The P.O.C.D. became effective on May 4, 2020;
- d) The P.O.C.D. was e-mailed to the State Office of Policy and Management on May 28, 2020.

