



TOWN OF KILLINGLY, CT  
PLANNING AND ZONING COMMISSION

MONDAY – OCTOBER 15, 2018

RECEIVED  
TOWN CLERK, KILLINGLY, CT

2018 NOV -6 AM 10:13

*Elizabeth M. Wilson*

**SPECIAL WORKSHOP MEETING**  
**6:00 PM**  
**Town Meeting Room, Second Floor**  
**Killingly Town Hall**  
**172 Main St., Killingly**

**MINUTES**

I. **CALL TO ORDER** – Chair, Keith Thurlow, called the meeting to order at 6:03 pm.

**ROLL CALL** – Sheila Roddy, Milburn Stone, Keith Thurlow. Brian Card arrived at 6:28 p.m.  
Virge Lorents was absent with notice. Matthew Wendorf was absent.

**Staff Present** – Ann-Marie Aubrey, Director of Planning and Development. Elsie Bisset, Director of Economic Development was seated in the audience.

II. **SEATING OF ALTERNATES** – None.

Motion was made by Milburn Stone to suspend the rules to open the floor for discussion. Second by Sheila Roddy.  
Motion carried unanimously (3-0-0).

III. **PLAN OF CONSERVATION AND DEVELOPMENT (POCD)**

**1. Revised Proposal from Connecticut Economic Resource Center – Town wide charrette**  
**Presentation by Courtney Hendricson and/or Sadie Colcord from CERC.**

Ann-Marie Aubrey explained that the proposal (provided in packets to Commission Members) is a revised proposal – Town-wide Charrette as opposed to just with the Commission.

Courtney Hendricson, Vice President of Municipal Services at CERC, summarized what would be provided in the revised scope for the facilitation plan. She explained that they broke it up into two phases:

- Phase One – Preparation (who to invite, invitations, design and prepare for the charrette). CERC would prepare a draft for review by the Commission.
- Phase Two – Implementation. A brief interactive presentation followed by hands-on activity (maps, sheets with priorities – colored dots). Robert Santy, CEO of CERC and trained facilitator, would help with this portion also.

If in the morning, there could be a relaxed time for coffee and networking with each other.  
Large group facilitated discussion.

Break-Out Sessions/Tables for Major Sections of the POCD. Interactive with Maps and Priority Sheets.

- CERC would not be providing a written report of results. They would turn over materials created at the charrette to Staff and then, Staff would work with the goals, priorities and projects to put a report together.

November 15<sup>th</sup> or November 17<sup>th</sup> are being considered as a tentative date for the charrette which would last approximately 3-4 hours. If not held in November, the next tentative date would be either in January or February.

There was discussion. Ms. Aubrey explained that the group discussion would be run by CERC. Ms. Hendricson stated that she felt it would be viewed well by the Community as CERC is a neutral party.

Ms. Aubrey commented that it will be interesting to compare the information from the charrette and the Borderlands Project to see how or if it has changed over the years.

Arrangements for refreshments would need to be made with the School.

Motion was made by Milburn Stone to accept the proposal for facilitation services regarding the POCD, as presented by CERC, with the understanding that the vote substantiates the commitment of the PZC. Second by Sheila Roddy.

Discussion: Sheila Roddy stated that she would not be able to attend either one of the November dates.

Motion carried unanimously (3-0-0).

## **2. Motion to Suspend the Rules and Receive Comments from Others – See Above.**

### **a. Discussion with various boards and commission representatives in attendance**

#### **1. Killingly Conservation Commission (an outline of the comments made at the Special Meeting, regarding the POCD, of the Conservation Commission had been provided in packets to the PZC Members). Representation: Donna Bronwell and Bonnie Piccione.**

Comments by Donna Bronwell, Chair of the Conservation Commission:

- Need marketing for the whole Town. Suggests hiring a consultant. They could use help regarding electronics.  
Their activities include: Walktober; Driving Tours; Brochure on Open Space Properties. Sheila Roddy suggested that maybe a high school or college student could help. It would be useful to have a uniform format for “This is Killingly” throughout the Town (to identify Killingly as the Town).  
Need to be more pedestrian/bicycle friendly. She puts brochures at kiosks.
- Correction noted: Palazzi’s is now DeFazio’s
- Suggested that the ballots for voting be put on the website.

Milburn Stone suggested that people who have knowledge of the various topics in the POCD have a chance to proofread the draft so they can raise any concerns that may have. They are trying to make it more user friendly than the last one. Ms. Aubrey would like to see goals, objectives and action items with a history/background of each section, then, at the charrette, find out what the community’s goals are and move forward with that. Staff would like to put action items on the website.

Keith Thurlow asked if there would be any participation from Town Council or the Board of Education. Ms. Aubrey explained that Council and NECCOG will review the draft for their

input and they are welcome to come to the charrette or they could be invited to a PZC meeting. Ms. Aubrey stated that she had sent a letter to the Board of Education, but has not received a response. She will send the same letter to the Superintendent and they will let the PZC know as they develop their 5-year plan. Staff is considering that the APA recommends making a presentation to civics teachers to get input from students.

There was discussion on how to get feedback from Commissions that have not come before the PZC. Ms. Aubrey stated that she has already received some feedback. She suggested getting back to them to confirm their intentions.

Lois Latraverse stated that she does not want to see any more economic development around the Alexander's Lake and Lake Road area. She also stated that she agrees with the idea of marketing the Town. She commented regarding the blight on Route 101 (and specifically the Pym Mill property).

#### **IV. MOTION TO ADJOURN**

Motion was made by Milburn Stone to adjourn at 6:51 p.m. Second by Sheila Roddy. Motion carried unanimously (4-0-0).

Respectfully submitted,

J.S. Perreault  
Recording Clerk