



**TOWN OF KILLINGLY, CT  
PLANNING AND ZONING COMMISSION;  
ZONING BOARD OF APPEALS; and  
INLAND WETLANDS AND WATERCOURSES**

2019 MAY 30 AM 8:54  
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**MONDAY – MAY 20, 2019**

**SPECIAL WORKSHOP/TRAINING MEETING**

**5:30 PM – 7:00 PM**

**Town Meeting Room, Second Floor**

**Killingly Town Hall**

**172 Main Street, Killingly**

**MINUTES**

**I. CALL TO ORDER/ROLL CALL**

**A. Planning and Zoning Commission** – Chair, Keith Thurlow, called the meeting to order at 5:36 p.m.

**ROLL CALL** – Brian Card; Sheila Roddy, Virge Lorents, Milburn Stone, Mathew Wendorf; Keith Thurlow.

**Staff Present** – Ann-Marie Aubrey, Director of Planning and Development; Jonathan Blake, Planner/Zoning Enforcement Officer (seated in the audience); Elsie Bisset, Director of Economic Development (seated in the audience).

**B. Zoning Board of Appeals** – Chair, Paul Gazzola, Jr., called the meeting to order at 5:37 p.m.

**ROLL CALL** – Paul Gazzola, Jr., Chair; David Izzo, Sr.; Paul Archer. William Menghi was absent with notice. Andrew Farner was absent.

**C. Inland Wetlands and Watercourses** – Chair, Sandy Eggers, called the meeting to order at 5:38 p.m.

**ROLL CALL** – Sandy Eggers, Chair (left at 6:20 p.m.). Corina Torrey; Frederick W. Ruhlemann, Alternate were absent with notice. Elizabeth Dobofsky-Porter, Ronald Dass and Rodney Galton were absent.

**II. SPECIAL WORKSHOP / TRAINING**

Town Attorney, Kari Olson, Murtha Cullina, gave a Power Point presentation (copies of the slides were provided to Commission Members) and answered questions. Joseph Szerejko, Murtha Cullina, was also present. The following topics were discussed:

- A. Review of Parliamentary Procedure**
- B. How to Run an Effective Meeting / Hearing**
- C. What Are the Statutory Requirements/Time Frames for an Application**
- D. General Q &A**

### **III. MOTION TO ADJOURN**

#### **A. Planning and Zoning Commission –**

Motion was made by Sheila Roddy to adjourn at 7:02 p.m. Second by Virge Lorents. Motion carried unanimously (5-0-0).

#### **B. Zoning Board of Appeals –**

Motion was made by Paul Archer to adjourn at 7:02 p.m. Second by David Izzo. Motion carried unanimously (3-0-0).

#### **C. Inland Wetlands and Watercourses –**

No Action Taken – No Members were present from IWWC to make motion to adjourn.

Respectfully submitted,

J.S. Perreault  
Recording Secretary