

SALEM PLANNING AND ZONING COMMISSION

(PZC)

REGULAR MEETING

January 24, 2012

7:00

Present: K. Buckley-Chairperson, R. Amato, D. Bingham H. Green, R. Savalle, V. Smith, W. Volberg, G. Walter, M. Chinatti, Town Planner/ZEO, S. Spang, Recording Secretary

Absent: M. Darling, Alt, G. Fogarty Alt,

Guests See Sign in Sheet

CALL TO ORDER:

K. Buckley called the meeting to order at 7:03. She introduced the members present.

ADDITIONS TO THE AGENDA: None

PUBLIC HEARING: None

PETITIONERS: None

PUBLIC COMMENT None

OLD BUSINESS

1. Regulation Amendments in Response to PA 11-79

K. Buckley noted that M. Chinatti had prepared draft regulations which were handed out to the members. She stated she did not expect them to review them tonight. She also stated that they had not heard back from the attorney about the draft.

M. Chinatti reviewed the draft changes to the subdivision and zoning regulations if the option of no bonding were to be taken in response to PA 11-79. She stated she deleted any reference to

bonding. (See File Copy) M. Chinatti stated that the new legislation also increases the approval time of any site plan from the date of approval. She stated that E & S bonds are not treated the same way as performance bonds. Multiple family dwellings are not subject to public improvements due to the fact they are on private property.

2. POCD Communications Plan

K. Buckley stated that there were still outstanding issues as to the bulk mailing of a letter to all Salem residents. She stated she met with the First Selectman and he suggested the bulk mail permit be paid out of the PZC budget. She handed out a copy of the draft letter which was on town letterhead. K. Buckley stated the school has been reserved for the public hearing date.

V. Smith was asked to update the Commission on information he gathered on the bulk mailing. V. Smith stated that Elbert Burr, Selectman, had all the information.

E. Burr stated there have been changes since the last meeting and the post office has a new program which will be more cost effective. He stated the bulk mailings are now out of East Hampton and East Hartford. E. Burr stated there would be no permit fee and the only cost is the per piece cost of 14.5 cents. He stated the new name for this service is, "Every Door Delivery".

E. Burr stated there are still three postal routes in Salem and the mailing has to be 8 ½ x 11 and weigh no more than 3 ounces. He stated that a single sheet is too flimsy and the post office suggested starting with an 11 x 17 inch piece of paper, folded in half to a size of 11 x 8 ½. It does not have to be wafer sealed and the letters gets brought to the Colchester post office. He stated the other option is to get heavier paper. There are 1624 residences and 47 PO boxes.

V. Smith, R. Amato, and H. Green volunteered to fold the letter.

K. Buckley stated she wanted to keep the letter processing in town hall and not to be taken off site.

The members discussed the mechanics of printing the letter and getting it to the post office.

The letter still shows the town hall as location of the public hearing which has to be changed to the school.

It was noted that if the meeting is held at the school it cannot be televised, only webcast. The Commission decided to put the directions of how to access the webcast into the letter.

Discussion of how the Virtual Town Meeting works took place.

M/S/C (Savalle/Amato) to appoint V. Smith to oversee the production and mailing of the letter, the cost will not exceed \$400.00. The text of the letter will be approved by K. Buckley, M. Chinatti, and W. Volberg.

Vote: Approved Unanimously

NEW BUSINESS

1. Bylaws

K. Buckley informed the members the last time the bylaws were amended was in 2005 and they needed updating. She has asked R. Savalle to take the lead on amending the bylaws. She stated that each person should look at the bylaws and get any comments or suggestions back to M. Chinatti who will then pass them on to R. Savalle. The members were cautioned not to be sending emails to each other on commission business. R. Savalle will come to the Commission when she has organized all suggestions. There will be an electronic copy of the bylaws sent to all members.

ENFORCEMENT OFFICERS REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT N/A

APPROVAL OF MINUTES-N/A

CORRESPONDENCE: None

PLUS/DELTAS: None

ADJOURNMENT

**M/S/C (Amato/Walter) to adjourn at 7:56 PM. Vote: Approved
Unanimously.**

Respectfully Submitted,

Sue Spang

Recording Secretary

Unapproved