



Town of
North Stonington
Connecticut



EDC REGULAR MEETING

TUESDAY, OCTOBER 20, 2020 – 5:30 P.M.

VIA ZOOM

Public will be able to attend the meeting by clicking the following link:

<https://us02web.zoom.us/j/88401962387?pwd=K3h4SjRFSEVYakNFWHBwcnNIMGhzQT09>

Or by calling in through Zoom- 1 646 558 8656, then enter Meeting ID: 884 0196 2387
Or via Zoom App Enter Meeting code 884 0196 2387 & Passcode: 699742 Public will be able to listen to the meeting and will be able to comment under public comment.

AGENDA

- 1. CALL MEETING TO ORDER:**
- 2. ROLL CALL:**
- 3. ADDITIONS TO THE AGENDA:**
- 4. PUBLIC COMMENT:**
- 5. APPROVAL OF MINUTES:** September 15, 2020 and October 6, 2020
- 6. TREASURER' S REPORT:**
- 7. PDZO REPORT:**
- 8. NEW BUSINESS:**
 - a. Food Truck
 - b. Water Resources Meeting: Update
 - c. Nov. 3 Meeting – Possible reschedule due to Election Day
- 9. OLD BUSINESS:**
 - a. Buy Local Campaign Update
 - b. POCD Survey
 - c. seCTer Data Report
- 10. ADJOURNMENT:**

Upcoming Meetings/Events

- **EDC Next Scheduled Regular Meeting - November 3, 2020**

EDC REGULAR MEETING

Tuesday, September 15, 2020 at 5:30pm

Via Zoom

DRAFT MINUTES

Call to Order: Brett Mastroianni called the meeting to order at 5:31pm.

Members in Attendance: Brett Mastroianni, Nicole Porter (5:35), Jennifer Dayton, Jennifer Anderson, Will Mason and Paul Simonds on the phone.

Members Absent: Anthony Mazzella (alternate), Stefan Grufstedt, Jennifer Strunk (alternate), Salvatore Cherenzia.

Staff Present: Juliet Hodge, PDZO

Public Present: Nita Kincaid, Selectman, Bob Carlson, Selectman.

Public Comment: Nita reminded the Commission that the quarterly report was due.

Approval of Prior Meeting Minutes: Minutes of the September 1, 2020 Minutes were accepted as written.

Additions to the Agenda: None

Treasurer's Report: The Chamber invoice was submitted, and the seCTer invoice is expected this week.

Motion made and seconded (J. Dayton/W. Mason) to pay the seCTer and Chamber Dues. Motion Passed.

PDZO Report: J. Hodge briefly discussed that the Water Pollution Control Authority with the help of a consultant is talking with the appropriate parties regarding the water utility extension initiative to get water to KOA and surrounding commercial properties (who have expressed interest). There were also talks with the Department of Public Health regarding the regulations about water coming from other sources (i.e.: Rhode Island) and possible funding sources for the private parties to use.

New Business

POCD Survey: J. Dayton suggested that new questions be added to the survey to fit our current priorities. B. Mastroianni suggested all EDC members review the survey over the next 2 weeks and be prepared to suggest different questions at the next meeting.

Old Business

Buy Local Campaign: There was a detailed discussion around the specifics of the Buy Local Campaign and the possible involvement of the Eastern Connecticut Chamber of Commerce. There is an initiative where if the EDC can get three North Stonington businesses to give \$500 each, we could apply for matching funds from the State. It was suggested that Courtney from the Eastern CT Chamber of Commerce meet with Brett and Juliet to get more details. Commission members discussed the details of the program and ways to promote the campaign such as radio ads, stickers for the bags, posters and "business cards." Aiming for Oct 9th for Date of the 1st drawing.

A motion was made (W. Mason/J. Anderson) to authorize spending up to \$300 on promotional items discussed for our Buy Local Campaign. Motion passed.

A motion was made (P. Simonds/N. Porter) to authorize spending up to \$200 on radio ads for our Buy Local Campaign. Motion passed.

Action Steps:

- Design Posters, stickers, business cards (?)
- Radio Ad (Brett)
- Narrative (campaign details) to use to solicit participation (Brett)

Strategic Plan Edits: This was tabled until next meeting.

Meeting to review the seCTer Data Report: A small group of EDC members (B. Mastroianni, J. Hodge, J. Dayton and possibly W. Mason) will sit down within the next 2 weeks to review the report.

Renderings: No update

Motion to adjourn at 6:49 pm and seconded (N. Porter/W. Mason). Meeting adjourned at 6:49pm.

Next regular meeting is October 6, 2020 at 5:30pm via Zoom.

Respectfully Submitted,

Nicole Porter & Juliet Hodge

EDC REGULAR MEETING

Tuesday, October 6, 2020 at 5:30pm

Via Zoom

DRAFT MINUTES

Call to Order: Brett Mastroianni called the meeting to order at 5:31pm.

Members in Attendance: Brett Mastroianni, Nicole Porter, Jennifer Dayton, Jennifer Anderson, Will Mason and Paul Simonds and Salvatore Cherenzia.

Members Absent: Anthony Mazzella (alternate), Stefan Grufstedt, Jennifer Strunk (alternate)

Staff Present: Juliet Hodge, PDZO

Public Present: Shawn Murphy, Nita Kincaid arrived at 6:15

Public Comment: None.

Approval of Prior Meeting Minutes: Not done

Additions to the Agenda: None

Treasurer's Report: The memberships to the Chamber of Commerce and seCTer were submitted and paid.

PDZO Report: J. Hodge briefly discussed the following:

- Plans for a 2nd warehouse at 75 Frontage Rd.
- P+Z will be reviewing Salt Water Vineyard's Plan for the proposed Wedding Barn on 113 Pendleton Hill Rd.
- Tin Peddler (groceries) in the old Subway building, opening in the next few months
- Jovial Foods has met some resistance from the State Historic Preservation Office regarding their historic tax credits application for renovations to the former Randall's Ordinary buildings. J. Hodge has been in touch with Ayanti Grant from Congressman Courtney's Office to ask for assistance.
- B. Mastroianni questioned whether Fox Run Inn has current tenants...as there were lights on. J. Hodge unsure.
- Inn at Lower Farm is set to open as a B&B in the near future. There will be an open house on Oct. 10.
- There is someone interested in a large agricultural parcel of land on Pinewoods Rd for a vineyard
- Brett questioned what is happening with the clearing of the agricultural parcel of land on the right hand side of Wintechog Rd. Juliet was not sure.
- Sam Cherenzia gave an update on his plans to create a campground on his property near the Dollar General.

New Business: None, although B. Mastroianni stated that Pam Potemri will be added to next meeting's agenda to discuss her Food Truck initiative.

Old Business

Buy Local Campaign: The campaign initiative was delayed due to B. Mastroianni's surgery. He plans to start phone calls to local business's tomorrow. A wipeable sign will be created for each participating business for customers to take a picture with and then post on their social media pages, tagging the business. The EDC will then review businesses posts and gather names to enter into the drawing. Jennifer Anderson

discussed the “Business Spotlight” where she envisions gathering the answers to a few specific questions and creating a post on social media highlighting a specific business each week.

Strategic Plan Edits: J. Dayton made a presentation after reviewing the seCTer report about adding “employment” to the EDC’s strategic plan’s mission statement. Her suggestion is to create an IT Technical Training Center in North Stonington, which would create a business opportunity, give our residents and those around North Stonington a chance to further or create a career and have a low impact on the rural character of our town. B. Mastroianni like the idea and suggested J. Dayton collaborate with J. Hodge on the details. B. Mastroianni did not think we should change the mission statement, however as that is a much bigger process.

N. Porter left at 6:15pm

POCD Survey: J. Hodge had not received any comments about suggested changes to the 2013 POCD Survey questions in preparation for resending it out to the residents. The Commission will aim to have the survey available in January and include a link in the quarterly.

Other general comments: B. Mastroianni stated that he had met with M. Urgo and that they had discussed several initiatives and were planning to schedule a joint All Boards and Commission Chair meeting to discuss various topics in an effort to ensure we were all on the same page. Initiatives include having renderings done for key properties and the utility Extension into the existing Water/Sewer District as identified in the POCD. J. Hodge discussed the water utility extension progress and the importance of being proactive in the process – even if it is fully funded privately.

seCTer Date Report: Commission members discussed their thoughts about the data and ways to present the data to the Town Boards and Commissions given COVID restrictions on events. Most agreed that the data could be organized by topic and each Commission/Board would get a mini-report of sorts with the information specific to their “area.” They could discuss it at a Commission meeting and bring questions and comments to a larger virtual event for all the Boards and Commissions. Each smaller report would be put together to make up the full presentation that would of course include an overview of the Key data points etc. Commission members discussed timing for the virtual event and decided to aim for the 1st week in December rather than wait until the spring – as the data could be used to support budget requests.

Motion made and seconded (P. Simonds/S. Cherenzia) to adjourn. Meeting adjourned at 7:02pm.

Next regular meeting is October 20, 2020 at 5:30pm via Zoom.

Respectfully Submitted,

Nicole Porter & Juliet Hodge

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**TOWN OF NORTH STONINGTON
PLANNING, DEVELOPMENT & ZONING OFFICIAL
MONTHLY ACTIVITY REPORT
September 2020**

SITE VISITS/ INSPECTIONS:

09/01/2020 DB Inspection 50 & 54 Jeremy Hill Rd (Run-off/Noise)
 09/08/2020 Site Visit to Mystic Rd. (behind new subdivision) to check distance to well
 09/14/2020 Site Inspection – 122 Mystic Rd. – Complaint Response
 09/21/2020 Site re-inspection – 122 Mystic Rd. – Complaint Response
 09/24/2020 Site Inspections: 155 Tom Wheeler; 101A Anthony Rd, Boombridge Rd, and generally along Rte. 184.

ENFORCEMENT ACTIONS:

09/03/2020	Enf. Inq	122 Mystic Rd	Unpermitted Activity – Landscaping Business
09/03/2020	Enf. Inq	54 Jeremy Hill Rd.	Possible need for Excavation Permit/Land Disturbance
09/03/2020	Enf. Inq	69 Stillman	(via email) RV being lived in
09/21/2020	NOV	122 Mystic Rd	Unpermitted Activity – Landscaping Business
09/29/2020	NOV	155 Tom Wheeler	Unpermitted Shed

ADMINISTRATIVE APPLICATION and SITE PLAN REVIEWS:

DATE R'VD	PERMIT #	ADDRESS	TYPE	DETAIL
9/2/2020	20-079	119 Mystic Rd	CUSR	B&B
9/8/2020	20-080	297 Norwich Westerly Rd	ACC	Shed
9/9/2020	20-081	Mountain Ave/Ledgenwood	LLA	Coen Corrections
9/10/2020	20-082	350C Cossaduck Hill	ACC	Acc Apt & Sheds
9/17/2020	20-083	98 Reutemann Rd	ACC	Addition
9/18/2020	20-084	358 Denison Hill Rd	ACC	Pool
9/18/2020	20-085	14 Hewitt Rd	ZP	Repair Walkway
9/24/2020	20-086	113 Pendleton Hill Rd	SPL	Wedding Barn
9/30/2020	20-087	87 Button Rd	ACC	IG Pool

SUB #20-043 (8-30g Subdivision) Application of 343 LLC, PO Box 88, N. Stonington, CT 06359 for an Affordable Housing Application per CT Gen. Stats. 8-30g for a 6-lot subdivision (**5 new lots, 1 existing**) of land on property located at 343 Norwich-Westerly Rd. in an R-40 Zone. Tax Map #108, Parcel #3420. **APPROVED**

CGS 8-24 #20-073 (CT General Statue 8-24 Review), On behalf of the Board of Selectmen, Selectman Robert Carlson requesting Planning & Zoning Commission review, in accordance with CGS 8-24, on the following item: The Town is seeking to lease a portion of the old Middle/High School to a third party for educational purposes, in accordance with the deed restriction on the property. The property is located at 298 Norwich-Westerly Rd., Tax Map #109, Lot #7195 in an R-40 Zone. **APPROVED**

SPL #20-086 (Site-Plan) Application of Kingdom of the Hawk LLC, 349 Elm St., Stonington, CT 06378 for a proposed Birds of Prey Vineyard/Wedding Barn Venue on property located at 113 Pendleton Hill Rd. in an EDD Zone. Tax Map #122, Lot #2660

ZONING BOARD OF APPEALS: No Applications

CERTIFICATE OF ZONING COMPLIANCE:

9/16/2020 SFR #19-083 50 Jeremy Hill Rd. ZCP (Paving contract on file)

9/15/2020 SFR#20-051 21 Island Rd. (Approved Plans to construct)

MEETINGS/MISCELLANEOUS

Weekly Meetings w/ Mike Uργο to check in (Mon & Wed)

09/01/2020 EDC Meeting

09/02/2020 Leadership meeting w/ M. Uργο & C. Dias

09/02/2020 Meeting w/ C. Elias, W. Berardi, B. Flack re: proposed warehouse and commercial development HC Zone

09/02/2020 WPCA Special Meeting

09/03/2020 PZC Meeting

09/09/2020 Leadership meeting w/ M. Uργο & C. Dias

09/10/2020 Meeting w/ S. Cherenzia re: Proposed Recreational Use in HC Zone

09/10/2020 PZC Meeting

09/14/2020 HFC Meeting

09/15/2020 TOWN STAFF MEETING

09/15/2020 Grants Follow-up meeting w/ C. Russell, M. Uργο & C. Dias

09/15/2020 EDC Meeting

09/16/2020 Gallup House – Walk-through for prospective consultants

09/16/2020 Leadership meeting w/ M. Uργο & C. Dias

09/17/2020 Meeting w/ B. Boissevain, E. McPhee, K. Labbe, & J. Hodge re: Water utility extension to KOA

09/24/2020 Leadership meeting w/ M. Uργο & C. Dias

09/24/2020 **Conservation Commission Meeting**

09/24/2020 **WPCA Meeting**

09/28/2020 CIP Workgroup Meeting

09/30/2020 Meeting w/ Troopers, LLHD, M. Uργο, G. Brennan & C. Johnston re: Parking and COVID Compliance issue at Brewery

09/30/2020 Leadership meeting w/ M. Uργο & C. Dias

09/30/2020 NSAHC Meeting

Other:

- Finished Draft of RFQ for Gallup House Conditions Assessment and Feasibility Planning Study.
- Research related to Water/Sewer Project - Continue to work w/ K. Labbe on Water Utility Extension Project
- Reviewed SFR App- significant research – 303 Cossaduck Hill Rd.
- Reviewing Contracts for SHPO and Housing Grants awarded.
- Informal Department Reviews – Town Hall
- Prepared Land Use and Economic Development Quarterly report and complied associated data
- Reviewing seCTer Data report for future presentation
- Prepared NDDB Application for 113 Pendleton Hill Rd. – Wedding Barn
- Assisting residents, business owners, surveyors and realtors on several properties for various proposed uses and issues. (29 Miller Rd. a farm/event space, 21 Lakeview – several calls on this, other interest in ag-tivities and event barns)
- Prepared possible Edits to regulations re: Buildable Square and distance of driveways to property line.
- Reviewed final LLA Maps and property descriptions for Billings Lake.
- Submitted response to Advance CT Site Need for Projects Opaque and Malachite
- Working on “Buy Local” Campaign and renderings idea for EDC.
- Worked with Jim to get NDDB layer on Interactive map on website.

**TOWN OF NORTH STONINGTON
PLANNING, DEVELOPMENT & ZONING OFFICIAL
MONTHLY ACTIVITY REPORT
October 2020**

SITE VISITS/ INSPECTIONS:

10/05/2020 Site Visit: 155 Tom Wheeler re: Shed location

ENFORCEMENT ACTIONS:

- R. White: Restoration Plan time for completion expires in October: Meeting with Attorneys to discuss next step.
- M. Colechia: Has missed her deadline for completion of clean-up. Has not responded to requests for inspections. Atty. Avena working on next steps
- 155 Tom Wheeler – Enforcement resolved – permit in place.
- 122 Mystic Rd. – No Response to 2 NOV's will refer to Attorney.

ADMINISTRATIVE APPLICATION and SITE PLAN REVIEWS:

SPL #20-086 (Site-Plan) Application of Kingdom of the Hawk LLC, 349 Elm St., Stonington, CT 06378 for a proposed Birds of Prey Vineyard/Wedding Barn Venue on property located at 113 Pendleton Hill Rd. in an EDD Zone. Tax Map #122, Lot #2660 **APPROVED 10/8/20**

DATE R'VD	PERMIT #	ADDRESS	TYPE	DETAIL
10/1/2020	20-088	78 Mystic Rd	ACC	Shed
10/2/2020	20-089	6 Kingswood Dr	ACC	Deck
10/5/2020	20-090	645 Wyassup Rd	ACC	Shed
10/9/2020	20-091	15 Farm Ponds	ACC	Shed
10/13/2020	20-092	57 Lake of Isles	ACC	Shed
10/15/2020	20-093	387 Norwich Westerly Rd	SI	RE Business Sign
10/16/2020	20-094	155 Denison Hill Rd	ACC	Shed
10/19/2020	20-095	230 Norwich Westerly Rd	SI	Tin Peddler Sign

ZONING BOARD OF APPEALS: No Applications

CERTIFICATE OF ZONING COMPLIANCE: None

MEETINGS/MISCELLANEOUS

Weekly Meetings w/ Mike Urgo to check in (Mon & Wed)

10/02/2020 Meeting w/ M. Urgo, D. Spring & D. DelGrosso re: 183 Prov. NL Tpke.

10/02/2020 Bid Opening – Gallup House Grant – RFQ

10/05/2020 HFC Meeting

10/06/2020 Meeting w/ prospective purchaser for 79 Pinewoods: potential Winery

10/06/2020 Grants Follow-up meeting w/ C. Russell, M. Urgo & C. Dias

10/06/2020 Call to Congressman Courtney's Office re: Jovial Foods expansion/historic tax credits

10/06/2020 EDC Meeting

10/07/2020 Leadership meeting w/ M. Urgo & C. Dias

10/08/2020 Follow-up Meeting w/ M. Urgo & D. DelGrosso re: 183 Prov. NL Tpke.
10/08/2020 PZC Meeting
 10/13/2020 Meeting w/ J. Dayton re: possible IT/Tech Training Center
10/13/2020 BOS Meeting
 10/14/2020 Leadership meeting w/ M. Urgo & C. Dias
 10/19/2020 Meeting w/ M. Bachman – Siting Council re: Town Role in Solar Projects
 10/19/2020 Meeting with Stakeholders and Town Officials re: Water Resources Development
 10/20/2020 Meeting with Board and Commission Chairs re: Water Resources Development
 10/20/2020 Grants Follow-up meeting w/ C. Russell, M. Urgo & C. Dias
10/20/2020 EDC Meeting

Upcoming Meetings

10/21/2020 Leadership meeting w/ M. Urgo & C. Dias
10/22/2020 Conservation Commission Meeting
10/22/2020 WPCA Meeting
10/26/2020 HFC Meeting
10/27/2020 BOS Meeting
 10/28/2020 AdvanceCT partners' economic development update
10/28/2020 NSAHC Meeting
 10/28/2020 Leadership meeting w/ M. Urgo & C. Dias

Other:

- Research related to Water/Sewer Project - Continue to work w/ K. Labbe on Water Utility Extension Project
- Met w/ Frank Zaino and M. Urgo re: ideas for reuse of 183B Prov. NL Tpke
- Reviewing seCTer Data report for future presentation
- Assisting residents, business owners, surveyors and realtors on several properties for various proposed uses and issues. Property research and preliminary plan reviews.
- Working on renderings idea for EDC.
- Reviewing RFQ responses for Gallup House
- Assisting with Birds of Prey Winery application and review.
- Researching adding on-line application submission and payment to current iWorq program or using different platform (i.e. Bluebeam)
- Assisting Carla Bartolucci with Tax Credit issue