

# TOWN OF WOODBURY

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## **Board of Selectmen Annual Joint Land Use Meeting** Thursday, January 30, 2014 ♦ 7:00 p.m. Senior Center/Community Room

### **MINUTES**

Attendance: First Selectman William Butterly, Selectman Overton, Selectman Ecsedy, Town Planning Consultant Brian Miller, Director of Development Gene Crawford, P.E., Mary Connolly, Susan Cheatham, John Chamberlain, Jon Quint, Beverly Deickler, Wayne Anderson, Linda Leigh, Sue Windesheim, Claudette Volage, Maureen Donnarumma, John Sutton, Joel Serota, Kathryn Sherer, Dick Leavenworth, Eileen Denver, Joe Donato, Marc Kroll, Lois Fiftal, Joann King, member of the press and other interested parties.

First Selectman Butterly called the meeting to order at 7:32 p.m.

First Selectman Butterly expressed his appreciation of the work that the commissioners do and thanked them for their time and efforts.

The Town is exploring the opportunity to purchase the old reservoir property, probably the largest piece of land they have ever bought. First Selectman Butterly expressed his concerns with the opportunity to preserve conservation rights on farms, as well as the septic system going in at Lake Quassapaug.

Brian Miller, Town Planner, explained that the number of applications of all types have gone down over the past several years and the office has been looking into ways to streamline office activities.

They are looking into implementing and updating the Plan of Conservation and Development. The plan outlines strategies for implementation and a committee was formed to address this. The previous Board of Selectmen commissioned an analysis of the economic market potential for development within the Middle Quarter. It was discussed whether or not the committee would be put back together. They wanted to look at attractions that Woodbury could have from a greater distance other than serving just local retail and service needs. The analysis is a draft and has not been finalized because a town group has not looked at and commented on it.

Selectman Overton questioned the timeline in getting the report out after getting internal comment. It was decided that meeting with the chairs of the various committees in lieu of the former committee would be appropriate, Mr. Miller stating that part of the contract with the publishers of the analysis includes presentation in a public forum. A meeting was scheduled for Saturday, February 15, 2014 from 9:00 a.m.–10:30 a.m. at the Shove building; they would try to have a member of CERC there to discuss the analysis with the chairmen of the various committees. Mr. Miller reminded that this is just the first step,

there are a dozen pages of recommendations and strategies that call for implementation, and it sets up a work program for upcoming years.

Gene Crawford, Director of Development/Town Engineer discussed how the Land Use staff has been looking to improve communication between departments on all issues. He expressed that it is a daunting task to take all the information and have it follow between the departments and from board to board making sure at the end they have responsibly taken all the appropriate actions. He discussed implementation of the use of tablets in all departments making communication on a real-time/instant basis. Their goal is seamless communication between all departments. Land Use staff is looking into the finalization of applications, making sure that everything that has been approved and everything that has been required is fulfilled prior to closing out the application process. Departments are meeting weekly to pursue this initiative. Moving forward, cutting down the timeline, will enable the Land Use office to handle an increased workload. Selectman Ecsedy questioned if that information would be accessible to the public. The response was that they are looking into what should be put on-line and are looking into upgrades to the website, possibly digitized applications. All past information would be difficult to generate, however, Mr. Miller stated that the capital budget plan last year included an on-line permitting system tied to Town's GIS. There is cost involved, but it would allow the Land Use office the ability to continue working at the current staffing levels. He discussed that the Capital Region Council of Governments got a state grant to initiate such a system which is available to communities outside of metro-Hartford. A Capital improvements request has been submitted on initiating that and other towns are using it quite successfully. This would open all permitting systems on line and tie it into GIS system; one could then get a history of all permits.

There was brief discussion regarding training and educational opportunities available for commissioners. It was requested that these notices be e-mailed to commissioners. The CLEAR website is a good site for that information, as well as the COG CNV website.

The issue of how commissions each handle Privilege of the Floor was touched upon. No real problems were addressed; Selectman Butterly noted that they have been experimenting with when they have Privilege of the Floor at the BOS meetings.

### **Brief Overview of Successes and Challenges– Commission Chairs (or designees):**

- a. **Planning Commission – Joel Serota:** Mr. Serota addressed the Lake Quassapaug septic issue. The Planning Commission is "partnering" with the town of Middlebury with regards to what the liability to the Town is with regards to septic. There is potential liability for a failing septic system and they are trying to determine who has the responsibility to repair it. Middlebury worked with the state/DEEP and the septic was put in last summer.

Mary Tyrrell, Chairman of the Woodbury Inland Wetlands and Watercourses Agency (IWWA) stated that the application went to wetlands. She explained that it was taking all little systems for all the cottages and making them interconnected, each with its own tank, with a pump chamber along the roadway up to where the gigantic system was being built. The idea was that the IWWA would rather see functioning systems maintained in a complex with sewage being pumped away from the lake. The size of the system was state mandated. The IWWA looked at it to see impact on the Town and is happier to

install a new up-to-date regulated septic system that could handle that. From what they understood, the Condominium association is responsible for the system. Dick Leavenworth stated that it is up to the individual owners to cover the expense. It was confirmed that it was approved by DEEP before it came to the Woodbury IWWA. Mr. Serota concluded that he was grateful for the meeting and being able to have all the various commissions interacting

In summary, the application came to Wetlands before installation, it was approved by DEEP before it came to Woodbury, and any construction would need to go through the Wetlands Agency. From what she could recall, the original approval may have stated that each individual homeowner would need to come to wetlands when they decide to put the new septic in. It was noted that the Wetlands approval would have nothing to do with bonding; it wouldn't be in their purview. Selectman Overton suggested there may be a community sewer agreement.

Mr. Serota concluded with a brief statement about the reservoir property acquisition, which is 240+ acres. They are hoping to have a meeting with Trust and Public Land to answer any questions.

- b. **Zoning Commission** – *Bob Clarke*: Mr. Clarke noted the decrease in the number of applications. He feels they're in a good position now after the sign issue has been concluded and they will be looking more closely at the suggestions from the POCD, possibly increasing the number of special meetings to consider the changes that are needed to the regulations. There was a note that the number of violations have increased, the explanation is that they are now finding them with the help of other departments. Many violations are potential illegal apartments, recently picked up by the Assessor and sign violations.
- c. **Inland Wetlands Agency** – *Mary Tyrrell*: Ms. Tyrrell stated they had cleared their agenda at the last meeting. She noted they are not seeing many construction applications and that septic repair is the most common type of application. She highly recommends the Middlebury seminars that are offered. Enforcement is the biggest concern. It's a problem; people don't realize they can't do what they want in wetlands areas. The IWWA has set a protocol for enforcement, which starts with a notice of possible violation. They are going to court over an issue and hopes it will bring attention to the matter.

First Selectman Butterly requested that everyone send their ideas for the Charter Revision.

- d. **Zoning Board of Appeals** – *Joe Donato*: Mr. Donato stated they had two applications in the year and passed both. They carefully examine each application and its impact on neighbors, on the land, etc.
- e. **Historic District Commission** – *Susan Cheatham*: Ms. Cheatham stated they approved seven applications this year. The Commission is pleased that many owners come to meeting before submitting an application, looking for input from the Commission. The annual Historic District Preservation Award was given to Mill House Antiques and Drakeley Real Estate. They have begun the review of regulations and will continue. Ms. Cheatham expressed concerns with the telephone company buildings.

- f. **Conservation Commission** – *Dick Leavenworth*: Mr. Leavenworth stated the exciting news this year is that the water company that owns the discontinued watershed land is seriously working with the Town and is moving forward. He hopes the Town will purchase it and feels it's a magnificent water resource. Another piece of real estate has been brought to the Commission's attention by the state which will be preserved via easements and the state would pick up a majority of the cost. It is, however, property that is on the Woodbury/Southbury line and would require cooperation of both towns.

First Selectman Butterly thanked everyone for attending and adjourned the meeting at 8:13 p.m.

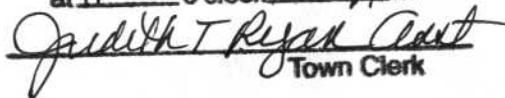
Respectfully submitted



Anne Firlings  
Land Use Administrative Assistant

RECEIVED & FILED  
IN WOODBURY, CT

This 3rd day of Feb 2014  
at 11:48 o'clock AM

  
Town Clerk