



TOWN OF OLD SAYBROOK Planning Commission

*Thomas R. Cox, Chairman
Paula S. Kay, Vice Chairman
Robert D. Missel, Secretary*

302 Main Street
Old Saybrook, Connecticut 06475

*Kathleen A. Sugland
Mark M. Patterson
Douglas S. McCracken, Alternate*

oldsaybrookct.gov

SPECIAL MEETING MINUTES Wednesday, March 25, 2020 at 3:00 P.M. via Teleconference

I. CALL TO ORDER

The Chairman called the meeting to order at 3:00 P.M.

II. ROLL CALL

Present: T. Cox, P. Kay, R. Missel, K. Sugland, M. Patterson

III. REGULAR BUSINESS

A. Minutes

Ms. Kay asked for the following clarification of the motion to act under item V.A. of the 2/15/20 meeting minutes: "...the Inland Wetlands & Watercourses Commission held a special meeting to reviewing its procedures ~~and~~ ~~considerations~~ for action on proposals for development."

MOTION to **approve the minutes** of the 2/19/20 meeting as amended; MADE by M. Patterson; SECONDED by R. Missel; **APPROVED** unanimously.

B. Correspondence

There was no correspondence.

C. Committee, Representative & Staff Reports

Mr. Cox indicated that the Economic Development Strategy Group has concluded its work; Ms. Nelson reported that she distributed the resulting Petition to amend the Town Plan to appropriate agencies, scheduled the public hearing for the Commission's first meeting in June (6/3/20), and arranged for graphic design and printing after adoption.

IV. WORKSHOP

A. Residential Development section of the Town Plan

The Commission considered an opportunity for technical assistance from the CT-DOH Affordable Housing Plan Technical Assistance Grant program. Ms. Nelson provided for reference an example of a scope of work and cost for a market analysis and community outreach from a similar prior project. The Commission reviewed its budget line items for a source of its share of the project. Ms. Nelson suggested the budget might also include a follow-on stage to use then prepare an update of the Residential Development section of the Town Plan of Conservation & Development. The Commission discussed at length a possible budget to draft an application.

MOTION to **recommend endorsement** by the Board of Selectmen of the application to the CT-DOH Technical Assistance Grant program; MADE by M. Patterson; SECONDED by R. Missel; **APPROVED** unanimously.

V. ADJOURNMENT

MOTION to **adjourn** to a special meeting on April 15, 2020 at 3:00 P.M. via Web Meeting: Access Number: **1-646-307-1479**, Guest Passcode: **807700** (<https://confoneoldsaybrook.globalmeet.com/OSPC>)

Respectfully submitted,

Christine Nelson