



## ESSEX PLANNING COMMISSION

### REGULAR MEETING

Thursday, November 12, 2020

7:30 p.m.

Meeting Held Via Zoom Video Conference

#### Meeting Recording:

<https://us02web.zoom.us/rec/share/t8NrT1dHxKmCoZzJ1GfIPfaucAq2jwVsWO0QXAnCcT8nQ8aqTWx95NW0Q92uCJ9.Tf5Pn8gBw-ryRW1i>

### DRAFT MINUTES

#### 1. Call to Order and Seating of Members

Chairman Alan Kerr called the meeting to order at 7:31 p.m. In attendance, via videoconference, for the meeting were Members George Sexton and Erin Borusso. Seated for Ralph Monaco was Alternate Jane Siris. Seated for Gary Riggio was Alternate Hope Proctor. Member Gary Riggio arrived at the meeting shortly thereafter. Also in attendance was Planner John Guskowski.

#### 2. Approval of Minutes – October 8, 2020 Regular Meeting

Motion to approve minutes of October 8, 2020 by Jane Siris, seconded by George Sexton. Motion carried unanimously.

#### 3. New Business

##### a. Planning & Zoning Merger Discussion – Appointments and Priorities

Chairman Kerr led a discussion among the Planning Commissioners about the pending merger of Planning and Zoning Commissions and who would be appointed. John Guskowski confirmed that the appointments would be acted upon at the November 16<sup>th</sup> Town Meeting at 7:00 p.m. The Town Meeting will be a hybrid one, with the Town Hall Auditorium hosting a socially-distanced live audience, and the meeting also being made

available via Zoom. John Guszkowski stated that many of the existing Commissioners from each body would be nominated for appointment. Erin Borusso and Gary Riggio stated that they intended to continue on to the P&Z, and Alan Kerr, George Sexton, and Hope Proctor indicated that they planned to step down. Jane Siris indicated she was disinclined to continue, but John Guszkowski encouraged her to contact the Selectman's office before the Town Meeting. He also shared the proposed by-laws for the merged Commission and encouraged members to review, as well as the proposed reorganization of the Land Use staff function to assist the new Commission.

## **5. Old Business**

### **a. Essex Village – National Register of Historic Places Discussion**

John Guszkowski reported that he was completing the grant application and needed to get some information on prior grants as well as a certified resolution from the Board of Selectman, but this should be submitted shortly.

### **b. Plan of Conservation & Development – Implementation Priorities**

Chairman Kerr encouraged those Planning Commissioners who would be continuing to serve on the Planning & Zoning Commission to focus on continued implementation of PoCD goals.

## **6. Report of Committees and Officers**

### **a. Report from RiverCOG Representative**

Chairman Kerr reviewed the emailed report from Sandra Childress, which included a summary of a discussion concerning municipal shared services in the building/zoning/land use area.

### **b. Report from Economic Development Commission Representative**

George Sexton reported on several EDC-related developments, including: there is a new tenant in the former Morgan-Stanley office on South Main Street; Privateers restaurant would be opening in the former Olive Oyl's space near the foot of Main Street; an herbal smoothie shop would be opening in the former dry cleaner space in Centerbrook; and Mama's Garden is now open on North Main Street.

### **c. Planner's Report**

John Guszkowski reported on the notification of award for the STEAP grant for Spencer's Corner improvements and discussed with Hope Proctor the structure of the grant in providing municipal support to a private affordable housing project. George Sexton suggested that pedestrian safety on Ferry Street should be given priority. John Guszkowski also discussed the pending changes to the land use office and Commission staffing situation and pledged his support through any transitions.

7. **Correspondence & Invoices**

There were no items of correspondence. The monthly budget statement was posted on the shared OneDrive folder.

8. **Adjournment**

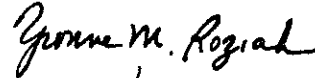
Chairman Kerr expressed gratitude to the Commissioners for their outstanding service to the Town, and wished the members continuing on to the Planning & Zoning Commission much success.

**Motion to adjourn** by Jane Siris, **seconded** by George Sexton. **Motion carried unanimously.** Meeting was adjourned at 8:06 p.m.

Respectfully submitted,

  
John Guskowski  
Consulting Town Planner

Received For Record



11/13, 2020  
Assist. Town Clerk, Essex, CT

@

9:45  
A.M.