



**NAUGATUCK VALLEY  
COUNCIL of GOVERNMENTS**

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 • 203-757-0535 • 203-735-8688

**DRAFT MEETING MINUTES  
REGULAR MEETING**

Regional Planning Commission (RPC)  
of the Naugatuck Valley Council of Governments (NVCOG)  
49 Leavenworth Street – 3<sup>rd</sup> floor, Waterbury, CT  
ZOOM Virtual Meeting  
6:30 p.m. Tuesday, October 6, 2020

**Attendance:** Gary Giordano, Bethlehem; David White, Bristol; Nicole Cignoli, Derby; Margus Laan, Plymouth; Jim Baldwin, Seymour; Jay Carow, Southbury; Stacy Sefcik, Thomaston; Robert Clarke, Woodbury.

**Staff:** Mark Nielsen, Planning Director; Joanna Rogalski, Senior Regional Planner; Keith Rosenfeld, Shared Municipal Planner; Richard Crowther, GIS Analyst.

**Members of the Public:** 0

The meeting opened at 6:33 PM.

1. Pledge of Allegiance, Roll Call, Introductions, Public Participation.
  - The pledge of allegiance was recited. All those present introduced themselves. No public comment. A quorum was obtained for this meeting.
2. Administrative Items
  - a. Adoption of February 4, 2020 Meeting minutes (motion)  
Motion made by Gary Giordano, seconded by Bob Clarke. Motion passed  
Motion: To amend meeting agenda to include motions for adopting the meeting minutes of December 10, 2019 and June 9, 2020. Motion made by Bob Clarke, seconded by David White. Motion passed  
Motion: To adopt December 10, 2019 meeting minutes. Motion made by Bob Clarke, seconded by David White. Motion passed  
Motion: To adopt June 9, 2020 meeting minutes. Motion made by Bob Clarke, seconded by David White. Motion passed
  - b. Referrals – Keith Rosenfeld gave a report about the referrals received and reports written.
  - c. Correspondence – Resignations from RPC – Brendan Brown (Middlebury) 9-2-2020, Mark Raimo (Watertown) 10-2-2020
3. Roundtable – Discussion of Local Activities and municipal land use processes

Bethlehem – Gary Giordano, Elector

The municipal plan of conservation and development is being drafted.

Southbury – Jay Carow, Zoning Commission

Quiet on the land use front. Looking forward to the Apple Festival.

Thomaston – Stacey Sefcik, Land Use Administrator

Quiet on the land use front. A few zoning text amendments regarding home-based business permits, expansion of Downtown Development District and outdoor dining. A brew pub is expected to be opened next month.

Bristol – David White, Planning Commission

Adding zoning regulation permitting outdoor dining in the B-G (general business) zone. An RFP has been issued to rewrite and update zoning regulations.

Woodbury – Bob Clarke, Zoning Commission

The same consultant who helped update the POCD (Plan of Conservation and Development) last year is now updating the zoning regulations. Although the update is behind schedule, expect to complete work by end of the year.



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Plymouth – Margus Laan, Town Planner

Quiet on the land use front. Enjoying not needing to notice public meetings in the newspaper. Has received complaint from neighbors of a lakeside property who object to the property being rented out by the week. Discussion among the RPC about their experiences with this situation.

Seymour – Jim Baldwin, Building Inspector

Uptick in real estate activity. Town working on multi-family affordable housing plan.

Derby – Nicole Cignoli, Elector

Demolitions being addressed at Board of Alderman meeting.

4. Discussion of Regional Planning Commission Restructuring – Joanna Rogalski led the discussion during which the following points were made:
  - Need a better effort for the NVCOG to reach out to the community.
  - Main issue for Towns is how to best utilize the Council of Governments (COG)? Need to start with Top Elected Officials learning about COG's and using their services.
  - Suggest the NVCOG attend Town meetings at least once a year, asking to be put on the meeting agenda.
  - The COG is helpful in giving the 10,000-foot view on issues that affect Towns.
  - Suggest the COG create a presentation about what it does and may offer Towns, make same presentation at each Planning and Zoning Committee, consistency of message is important.
  - Suggest COG also engage community groups for greater exchange of ideas.
  - Town Commissions are in the dark about the COG.
5. Discussion of the Regional Plan of Conservation and Development (RPOCD) – during the discussion, the following points were made:
  - The drafting of the RPOCD has been delayed due to the focus on the COVID-19 response efforts.
  - Goal is to complete draft document by end of 2021.
  - A regional planner may be hired whose first project will be to complete the RPOCD.
  - Important to have a face with the document – interaction with the Towns is key.
  - Offer opportunities for Town input.
6. Discussion of Long-Term Recovery Committees - local, regional, EDA grant – Joanna Rogalski and Mark Nielsen described current programs by the State to address unmet needs caused by the COVID-19 public health emergency. As a follow up NVCOG staff will email links to recent webinars concerning long term recovery.
7. Discussion of Transportation projects: Mark Nielsen led discussion regarding ongoing NVCOG transportation projects:
  - a. Alt Modes Study,
  - b. TOD opportunities along the Metro North Waterbury Branch LineThe following comments were made during the discussion:
  - Valley Towns are waiting for improvements.
  - The Northern part of the NVCOG is being neglected in these projects.
8. Other  
Discussion about drafting a recommendation to the NVCOG Board to support the elimination of the Connecticut General Statutes requirement to post public meeting notices in the newspaper.
9. Adjournment  
Motion: To adjourn meeting. Motion made by Bob Clarke, seconded by Margus Laan. Motion passed.

The meeting was adjourned at 8:05 PM.

Respectfully submitted by  
Joanna Rogalski, Senior Regional Planner  
NVCOG