

**MINUTES OF BUSINESS MEETING
HELD BY THE PLANNING AND ZONING COMMISSION
MAY 7, 2018**

ROLL CALL:

Members Present: Eric Prause, Chairman
Michael Stebe, Secretary

Alternate Members Sitting: Patrick Kennedy
Julian Stoppelman
Teresa Ike

Absent: Jessica Scorso
Timothy Bergin
Andy Kidd, Vice Chairman

Also Present: Gary Anderson, Director of Planning
Renata Bertotti, Senior Planner
Matthew Bordeaux, Environmental Planner/
Wetlands Agent
Nancy Martel, Recording Secretary

The Chairman opened the Business Meeting at 8:35 P.M. The Secretary read the legal notice when the call was made.

TRUSTEES OF NORTH METHODIST CHURCH – For re-subdivision and associated improvement of two existing parcels at 40 and 41 Farmington Street into five lots and associated site work at 300 Parker Street. – Re-subdivision (2018-027); Erosion and Sedimentation Control Plan (2018-028)

Mr. Kennedy reported that he was unclear as to whether the Commission must add further conditions for the Fire Marshal and fence issues.

Ms. Bertotti stated that, to address Mr. Bordeaux's condition in the motions, the motions were drafted with Mr. Bordeaux's recommended condition as a condition and also as a modification. She explained that Mr. Bordeaux suggested removing the modification, as it is unnecessary. In addition, she noted, if the Commission considers any revisions to the fire hydrant locations, whether hydrants are relocated or added, without having the Fire Marshal review it, it is unknown which option would work other than the proposal the Fire Marshal reviewed. If the Commission is interested in retaining the existing fire hydrant and adding another fire hydrant placed in the cul-de-sac, that could be a modification on the revised plan subject to the Fire Marshal's review and approval. However, if that modification would not meet code or was unsatisfactory to the Fire Marshal, according to Ms. Bertotti, it would not be

something the Commission could require because the location of the fire hydrants is under the Fire Marshal's jurisdiction.

Regarding the fence, Ms. Bertotti stated that her understanding was that the applicant was open to any option regarding the fence. The Commission can either approve the plans as is with the proposed fence, or, to address the neighbor who requested the fence not be installed, the Commission can ask that the plans be revised to remove that section or the entire fence, she explained. The property owner of a single family lot in any zoning district has the right to install a fence, stated Ms. Bertotti, and it would be very hard to limit a fence. She noted that, if the Commission approves the application with a modification that the fence be removed from the plan, that would be fine, but at some point in the future, a homeowner could install the fence.

Mr. Kennedy explained that his perception was that the applicant was proposing the fence because they thought the neighbor wanted it. Therefore, if the neighbor does not want the fence, the applicant may not want to erect the fence and Mr. Kennedy did not believe the Commission must deal with the item.

Mr. Anderson agreed that would be reasonable.

Mr. Prause recommended that there should be a modification to remove the fence from the west side of Lot 4 and then the fence would be off the plan and the applicant could add it to the plan at a later date.

Mr. Kennedy stated his opinion that the applicant did not want to erect the fence, but was willing to because the neighbor wanted it. If the neighbor did not want it, he thought that the applicant would file a change order in order to avoid the expense. In his judgment, the motion should be left as is.

Mr. Prause inquired whether there is anything legally binding about having the fence on the plan.

Ms. Bertotti responded that, from the perspective of an official issuing a Certificate of Occupancy, she is not sure a Zoning Officer would go on-site to inspect every feature of the subdivision plan, including the fence, and require that to be installed prior to issuing a Certificate of Occupancy. However, she noted that she is hesitant to speak on behalf of Manchester's Zoning Enforcement Officer. Perhaps the most prudent measure would be to add it under the building permit.

Mr. Kennedy elaborated that, if a neighbor wanted the fence and there was a modification to remove it, there would be no way to force it back in. However, he stated, if the neighbor did not want it, he thought the applicant would willingly file a change order to remove it, as it is an unnecessary expense.

Mr. Anderson voiced his opinion that either way would work, though in this proposal, the applicant would be paying for the fence. If the neighbor wanted the fence in the future, the resident would have to pay for it.

Re-subdivision (2018-027) – 40 and 41 Farmington Street

MOTION: Mr. Kennedy moved to approve the re-subdivision of two existing parcels into five lots with associated site work, with the modification that an additional fire hydrant be installed in the cul-de-sac and the existing fire hydrant be maintained in its current location, subject to review and approval by the Fire Marshal; and with the condition that the developer shall include language in the deed of conveyance for Lot No. 3 that puts a future owner on notice that the owner of Lot No. 3 is responsible for the ongoing maintenance of the extended wetlands area on the lot.

Ms. Ike seconded the motion and all members voted in favor.

The reason for the approval is that the proposal meets the requirements of the zoning and subdivision regulations.

Mr. Prause commented that the proposal is a re-subdivision application, which limits the Commission's review to the subdivision regulations, establishing that the Commission acknowledges the application is in compliance with the subdivision regulations. Therefore, the Commission is limited to making a determination based on Sec. 4.05 of the Subdivision Regulations, which is about whether the land is suitable for development based on the history of flooding and proper drainage, steep slopes, rock formations, adverse earth formations, topography, utility easements or any other features that could be health and safety related, he explained. The Commission is limited, according to Mr. Prause, in any kind of further opinions on whether there are impacts to existing features and neighborhood compatibility, which would normally arise from a special exception. He stated that, based on that, the Commission cannot find any other evidence that the land is unsuitable for development of the subdivision based on natural features, lot size or geography.

Erosion and Sedimentation Control Plan (2018-028) – 40 and 41 Farmington Street and 300 Parker Street

MOTION: Mr. Kennedy moved to certify the Erosion and Sedimentation Control Plan, with the modifications as specified in a staff memorandum from:

1. Matthew R. Bordeaux, Environmental Planner, dated April 18, 2018 to Renata Bertotti, Senior Planner.

Mr. Stebe seconded the motion and all members voted in favor.

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – For reconstruction of the parking lot at Illing Middle School at 227 and 239 Middle Turnpike East. - Erosion & Sedimentation Control Plan (2018-034); Mandatory Referral (2018-035); Special Exception Modification (2018-039)

Mr. Jeff LaMalva, Town Engineer for the Town of Manchester, introduced himself. Mr. LaMalva presented the project to improve the parking at Illing Middle School located at 227 Middle Turnpike East. He introduced Mr. Peter Staye, Facilities Manager for the Board of Education. The project has been in the Town's Capital Improvement Plan for a number of years, though it was only funded last November as part of the Public Works Bond Referendum. Mr. LaMalva displayed an aerial photo of the existing conditions at Illing Middle School and pointed out the various deficiencies. He noted that there had been a project 10 or 12 years ago regarding accessibility, but the remainder of the parking lot is 30-40 years old, and has been patched a number of times.

Mr. LaMalva, pointing to the aerial photo, described the current traffic flow and parking problems. He then described the key elements of the proposed plan:

- The pavement issue will be taken care of by the entire parking lot being reclaimed, ground and resurfaced with new bituminous concrete paving.
- All traffic will still come in from Middle Turnpike with a one-way entrance. Buses will veer off and will have an outside loop lane, so they will not intermingle with parents or school staff.

- There will be a sidewalk and drop-off area for parents. There will be a fence to corral the students along the sidewalk to a crossing area by the front door.
- There will be parking for school staff and visitors.

Mr. LaMalva noted that parking will be away from the roadway and a green area will be opened by the road. There are plans to install a new monument sign with additional landscaping as well, he explained. There will be additional internal sidewalks to accommodate students from adjacent neighborhoods, Mr. LaMalva said. For staff and visitors, he reported, currently there is no parking to pedestrian connection to the school, and he displayed the proposed parking and described the improved safety for the school. The proposal is for all new energy-efficient LED lighting, he explained, and the old wooden poles will be removed. In addition, he stated, some of the trees and landscaping similar to those used at Charter Oak Park will be incorporated.

During the project planning, the Chief of Police approached Mr. LaMalva and requested additional parking at the Police Station as part of the project. He explained that the Police Department's parking lot is at its limits, and additional parking will be incorporated in the project.

Mr. LaMalva said that the reconstruction areas are confined closely to the existing pervious areas of the parking lot. He went on to display the plan and described the green areas and impervious surfaces, noting that there will be only a minimal increase in impervious surface associated with the Police Department parking.

The existing stormwater pattern for the parking lot, Mr. LaMalva reported, consists of a low point of the site off the road in the parking lot itself. He explained that the drainage patterns will be maintained; i.e., the stormwater system will be at the low point and stormwater runoff will not be redirected at all. One dry well will be added in the Police Department parking lot to accommodate the additional impervious area. Mr. LaMalva explained that the site will be graded to minimize hauling of off-site material. Considering the size of the parking lot, reclaiming it and bringing in some additional base material will produce a lot of material. Therefore, he said, the parking lot site has been raised in some areas up to 2 ft. to eliminate hauling a large amount of material off-site.

Mr. LaMalva explained that the total area of the disturbance will be 3.35 acres. He reported that, when the last project was completed, a hydrodynamic separator was added, which accommodated just the drainage areas along the side of the building and the very front. The existing parking lot, according to Mr. LaMalva, remained untreated. He reported that, as part of the proposed project, there will be a second hydrodynamic separator that will address the remainder of the parking lot.

Temporary erosion and sediment controls during the construction will include silt fences downstream of the site along the western side, silt sacks installed in the existing catch basins, and a construction entrance for construction traffic at the current bus exit, Mr. LaMalva said, and all will meet Town regulations as well as the 2002 guidelines.

Mr. LaMalva noted the comments received on the plans were minor. One comment pointed out that a couple of sanitary sewer manholes were not included. Mr. Bordeaux requested a review of bicycle traffic, and Mr. LaMalva pointed out on the plan the proposed change to the bike racks and the safest paths. It was also requested that additional shade trees be added to the plan, and those will be installed, he said. Mr. LaMalva noted that another comment was to enhance the crosswalk, though the plan is not to add decorative surface treatments, but additional pavement markings will be added.

The plan is to get the project out to bid shortly, Mr. LaMalva said, and have the majority of the work done during the summer break. Considering the project is quite large, the intent is by the commencement of school, the area will be in a usable condition, i.e., subsurface work and pavement installed. Any finished work, such as fencing, landscaping and possibly installation of the lights, may extend to early October, according to Mr. LaMalva. The project will be inspected by the Town Engineering Division, he explained.

Mr. Stoppelman questioned whether there would be any change to the entrance from Princeton Street.

Mr. LaMalva reported that there will be no change out to Princeton Street, and he displayed the path once on the school property.

Mr. Stoppelman stated that there are many parents picking up children on both sides of Princeton Street. It would be nice to clear that area to make it a safer crossing, he noted.

Mr. LaMalva replied that the hope is that by providing an ample drop-off area, perhaps many parents will begin using that option.

Mr. Stoppelman asked if it would make sense to install stop signs at the crosswalk.

Mr. LaMalva stated that he would speak with the Traffic Engineer for his recommendation. There will certainly be pedestrian crossing signs, he added.

Mr. Stebe said he appreciated the extra attention to students biking to school, and in his opinion, the sidewalk is not a great alternative. However, he stated, it will be a massive improvement from the current situation, especially removing the crossing from Princeton Street and relocating the rack next to the school. Mr. Stebe questioned the fences Mr. LaMalva mentioned at the area of the parent pickup.

Mr. LaMalva reported that the fences would be black steel 4 ft. ornamental fences similar to those used in other Public Works projects. He projected where the fences will be located on the sidewalk.

Mr. Stebe said he assumed the lights will be incorporated into the sidewalk space.

Mr. LaMalva referred to the plan for the location of the lighting. He explained the lights will be LEDs, which distribute the light better, and via a photometric plan, there will be complete illumination of the internal area of the parking lot.

With the shifting and adjustment between the Police Department parking and the school, Mr. Stebe contemplated whether that will alleviate some of the visitor parking in the front lot at the Police Department. He questioned the buffer between the school and the Police Department.

There will be a 5 ft. buffer, Mr. LaMalva reported, and it will be fenced with chain-link.

Mr. Bordeaux stated that Mr. LaMalva had addressed both comments provided by Staff regarding the utilities and his various concerns.

Special Exception Modification (2018-039)

MOTION: Mr. Kennedy moved to approve the special exception modification for reconstruction of the parking lot at Illing Middle School at 227 and 239 Middle Turnpike East with the modifications as specified in Staff memoranda from:

1. Matthew R. Bordeaux, Environmental Planner, dated April 24, 2018; and
2. Russell Johnston, Civil Engineer for Eighth District Utilities – Sewer, dated April 12, 2018.

Mr. Stoppelman seconded the motion and all members voted in favor.

The reason for the approval is that the proposed activity meets the special exception criteria.

Erosion and Sedimentation Control Plan (2018-034)

MOTION: Mr. Kennedy moved to approve the erosion and sediment control plan with the modifications as specified in Staff memoranda from:

1. Matthew R Bordeaux, Environmental Planner, dated April 24, 2018; and
2. Russell Johnston, Civil Engineer for Eighth District Utilities – Sewer, dated April 12, 2018.

Mr. Stoppelman seconded the motion and all members voted in favor.

Mandatory Referral (2018-035)

MOTION: Mr. Kennedy moved to issue a favorable report for reconstruction of the parking lot at Illing Middle School at 227 and 239 Middle Turnpike East.

Mr. Stoppelman seconded the motion and all members voted in favor.

The reason for the favorable report is that the project is consistent with the Manchester POCD's general intent to ensure quality public infrastructure in Town.

TOWN OF MANCHESTER PLANNING & ZONING COMMISSION - To add a new section, Art. I Sec. 5, provisions for the posting of public hearing signs when public hearings are required. – Zoning Regulation Amendment (2018-024)

Mr. Stoppelman endorsed the suggestion that the Commission use Option B with Mr. Stebe's proposed change.

Mr. Kennedy explained that he understands the motivation behind the proposal. He stated his perception is that residents not being aware of zoning applications is not a problem, noting Ms. Bertotti's comment at the Public Hearing. Neighbors who currently would not be notified would be made aware by sending notifications to second tier abutters, he presumed. In his opinion, the sign regulation would not cause problems, though it would add an administrative burden and would be an additional procedural layer that could be used on appeal, and he presented a possible scenario. He stated that, if he thought there was a problem with people not knowing about public hearings, he would support the measure, but he did not feel that was the case, especially with the internet and the posted agendas. He said he would not support this proposal at this time.

Ms. Ike said she was of the opinion that the Commission decided to start mailing notices to second-tier abutters and, until there was data from that implementation, she was not in favor of adding the provision.

Mr. Prause reported that he has heard the complaint frequently from the Board of Directors that the Commission is not transparent enough with upcoming issues. He noted that, with the Cumberland

Farms and CVS applications, residents were caught off-guard. Unless public hearings are reported on in the Journal Inquirer or the Hartford Courant, in his opinion, residents are blind to the applications. Mr. Prause noted that the public hearings the newspapers cover are the hearings that residents attend. With the signage, the Commission would be more transparent and providing more notice, he explained. Most towns surrounding Manchester and the towns of similar size, he noted, utilize the signs.

Mr. Stoppelman stated that, despite his earlier statement in support of mailing notices to additional abutters, in an effort to improve communication, he would support the signs, at least as an experiment.

Mr. Stebe explained that his personal belief is that, because of public hearings, Manchester publishes more notices than the Board of Directors on items where there would be public comment. That said, he stated, he understood Ms. Ike's comment about a discussion of expanding letter notifications, which would be accomplished at an administrative level and would not require any formal language other than the Commission requesting the expansion. His opinion is that adding signage would be an added utility to the hearings, noting that residents were very aware of the North United Methodist Church's application; the middle school would be less impactful to the neighborhood but a sign would have been very helpful. Mr. Stebe said that having a sign would be an additional point of contact with the public, agreeing with Mr. Prause's comment regarding CVS, and noting that abutter letters would have included only one community member. There would be an additional administrative step for each public hearing, he noted, but it would be a worthwhile endeavor.

Zoning Regulation Amendment (2018-024)

MOTION: Mr. Stebe moved to approve the zoning regulation amendment (2018-024) to add a new section, Art. I, Sec. 5, stipulating the provisions for the posting of public hearing signs when public hearings are required, as presented in Option B, with the modification to add a new subsection (c), stating, "Sign(s) shall be posted for at least 10 consecutive days immediately preceding the public hearing and removed within three days of the closure of the public hearing;" and to re-letter the current subsection (c) of Option B to (d).

Mr. Stoppelman seconded the motion.

AMENDED MOTION: Mr. Stebe moved to approve the zoning regulation amendment (2018-024) to add a new section, Art. I, Sec. 5, stipulating the provisions for the posting of public hearing signs when public hearings are required, as presented in Option B, with the modification to add a new subsection (c), stating "Sign(s) shall be posted for at least 10 days prior to the public hearing;" and to re-letter the current subsection (c) of Option B to (d).

Mr. Stoppelman seconded the amended motion. Mr. Stebe, Mr. Prause, and Mr. Stoppelman voted in favor of the motion. Ms. Ike and Mr. Kennedy voted against the motion. The motion passed three to two.

The reason for the approval is that the proposed amendment is consistent with the general intent of the POCD to promote public participation and transparency of the planning process.

The zoning regulation amendment will be effective on July 1, 2018.

TOWN OF MANCHESTER – Mandatory referral for acquisition of portions of 261 Center Street, 262 Center Street and 31 Pine Street. - Mandatory Referral (2018-042).

Mr. Anderson, Director of Planning, detailed the above-referenced plan to acquire property comprised of former pieces of the South Manchester Railroad, which once ran between the Cheney Mills and the north end of town. He projected a map of the proposed area, providing details about the proposal. There is a bridge over Center Street with advertising as well as billboards, included in the plan. The acquisitions would essentially connect the East Coast Greenway, he reported, which is a multi-use trail connecting Maine and Florida eventually, running through Manchester.

The potential acquisition has been a priority in town for many years, according to Mr. Anderson, and serves several purposes:

- Open space and making the trail connection.
- A clean form of transportation for pedestrians, bicyclists, and non-motorized transportation.
- An economic development component connecting the 1,000+ residents living in the Cheney Mill with other areas of town.
- Public health service with use of the outdoor recreational facilities.
- Value of place – Increasingly, people value this type of amenity when deciding where to live.

Mr. Anderson displayed the East Coast Greenway map depicting the trail from East Hartford essentially along the 384 corridor, and very soon connecting to Bolton Notch. He pointed to a trail extension along Elm Street. The trailway is highlighted on several regional plans as a critical trail connection, Mr. Anderson stated. He explained that the proposal is consistent with land acquisition priorities in the past and the present; the Land Acquisition and Historic Property Investment Committee has recommended this purchase. Manchester 2020 includes this land purchase on the Pedestrian and Bicycle Infrastructure Map as a trail connection to be made, he reported. The Planning Department requests a favorable or unfavorable report to the Board of Directors regarding the acquisition of the three properties, he commented.

Mr. Stoppelman requested clarification regarding the bridge and the advertising.

Mr. Anderson remarked that, in the agreement with the current property owner, the Town has agreed to take ownership of the advertising revenue after a period of five years. At that time, the Town can decide whether to continue to generate revenue or make it a public sign, advertising the Town.

Mr. Stoppelman inquired about the integrity of the bridge.

Mr. Anderson noted that the bridge was built to support a train, although he acknowledged that it is an older bridge. He stated that the State reviews the bridges periodically, and in 2015 rated the condition of the bridge to be on a mid-level. However, before allowing pedestrian or bicycle traffic to pass over the bridge, the Town will ensure that it is safe, he assured the Commission.

Mr. Stoppelman said he assumed the bridge was blocked off when it became private.

Mr. Anderson responded that the Town will be required to make improvements. In the future, the bridge may be replaced, he explained, but that is not in the immediate plan.

Mr. Stoppelman sought to clarify that the current owner would continue to receive revenue for the next five years.

Mr. Anderson confirmed that statement. Most of the value of the property is tied up in the advertising agreements, he reported.

Mandatory Referral (2018-042)

MOTION: Mr. Kennedy moved to issue a favorable report for acquisition of the above-referenced property. Mr. Stebe seconded the motion and all members voted in favor.

The reason for the favorable report is that the acquisition is consistent with the Manchester POCD (2020 Plan), and specifically with the Goal and Objective C of its GMP 4: Improve overall walkability and bikeability.

Mr. Stebe agreed that this small amount of land is a very large move in creating the north-south connection between various neighborhoods and the Broad Street development. Referring to the thought behind the Bigelow Brook project, the bike and pedestrian access north-south-east-west was a very large component to the discussions, he confirmed.

Mr. Prause concurred with Mr. Stebe in that this will connect the Rail Trail in the Hawthorne and Homestead Street area, continuing out to Vernon.

Mr. Anderson noted that there is an area in the Depot Square area that is being worked on.

Mr. Prause reported that he and Mr. Kennedy sit on the Land Acquisition and Historic Property Investment Committee representing the Planning and Zoning Commission, and stated that the Committee worked very diligently in an effort to secure the parcels. He commented that the properties are a very important piece in the trail system and the acquisition is a great achievement.

ADMINISTRATIVE REPORTS:

Mr. Bordeaux distributed a memo to the Commission members regarding an inland wetlands permit that was administratively approved on May 3rd. The subject of the permit was the improvement of sanitary sewers on Gardner Street by the Town, he explained. The Town will repave and reconfigure Gardner Street from Spring Street to Fern Street, Mr. Bordeaux reported, and must replace aging sanitary sewer mains prior to that. He remarked that much of the work will take place in the 100 ft. upland review area of a series of unnamed intermittent streams traveling via culverts underneath Gardner Street. The total disturbance will be approximately 0.05 acres and standard erosion and sedimentation controls will be utilized during the activity, he reported.

Mr. Anderson commented that the meeting was Ms. Bertotti's last meeting with the Town as Senior Planner, noting that she has worked in her capacity for 11 years. He explained that her arrival was at a very significant time and she has worked to help move the department forward; Mr. Pellegrini and the staff have valued her efforts. Mr. Anderson remarked that he has appreciated her work for him and the department since his return, noting that she will be very hard to replace, as Ms. Bertotti is the ultimate professional and has been a wonderful asset to the Town.

Ms. Bertotti thanked the Commission, and stated that Mr. Anderson has been a friend and a great boss. She stated that her job has been a pleasure and thanked the Commission.

Mr. Anderson informed the Commission that Mr. Bordeaux will be the Acting Senior Planner while Planning is searching for a new Senior Planner.

Mr. Prause thanked Ms. Bertotti, stating that the Commission has appreciated her help.

Ms. Ike said to Ms. Bertotti that applicants have commented on Ms. Bertotti's helpfulness.

APPROVAL OF MINUTES:

April 16, 2018 – Public Hearing/Business Meeting

MOTION: Mr. Kennedy moved to approve the minutes as written. Mr. Stebe seconded the motion and all members voted in favor.

RECEIPT OF NEW APPLICATIONS:

Ms. Bertotti reported that the Commission would accept three new applications, one of which has been disposed of, the Illing School parking lot.

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – Special Exception Modification (2018-039) – For reconstruction of the parking lot at Illing Middle School at 227 and 239 Middle Turnpike East.

41 PROGRESS DRIVE, LLC – Special Exception (2018-043) – Request a special exception under Art. II, Sec. 16.15.02(b) for the addition of 22 parking spaces at 41 Progress Drive, resulting in more than 60 parking spaces.

Ms. Bertotti added that the second application on the future agenda is for 41 Progress Drive, a request for a special exception. She explained that this is an industrial building, built in the Industrial zone prior to the special exception requirement for properties built on sites of 4 acres, and also before the regulation requiring a special exception for sites with 60 parking spaces, resulting in exceeding a threshold for a special exception. However, she stated, the application is actually a proposal for an additional 21 parking spaces at an existing industrial facility.

TOWN OF MANCHESTER PUBLIC WORKS DEPARTMENT – Inland Wetlands Permit (2018-045); Erosion and Sedimentation Control Plan (2018-046) – For reconstruction of Gardner Street from Fern Street to Spring Street.

The Town of Manchester is proposing reconstruction of Gardner Street from Fern Street to Spring Street, Ms. Bertotti reported, and will need a wetlands permit and an erosion and sediment control plan.

Ms. Bertotti stated that for the next meeting, Planning is waiting to receive a written extension agreement from the Hilliard Mills property owner. There has been a first round of review under the plans submitted with comments; no revised plans have been submitted, resulting in the Commission requiring an extension of time to act.

The Association of Muslim Community has filed an application for a zone change, she reported, that was advertised for the current meeting. However, the purchase of the property is ongoing and the owner's documentation is necessary to be before the Commission prior to a decision. Therefore, it has been requested that the hearing be held for the day after the closing, according to Ms. Bertotti.

Ms. Bertotti reported that Amandily, LLC, an industrial building on Hilliard Street, is on the tentative future agenda.

On June 4, tentatively, the Progress Drive application and the Town's proposal for the reconstruction of Gardner Street will be before the Commission, she said.

Ms. Bertotti commented that, provided everything goes as scheduled with Hilliard Mills' application and securing the revised plans, that should be scheduled for June 18th.

OTHER BUSINESS

Mr. Stoppelman made a comment that he had recently visited Charter Oak Park with young great-nephews and the Town, and in particular the Department of Leisure, Families and Recreation, has done a tremendous job.

Ms. Bertotti remarked that the Zoning Board of Appeals approved wayfinding signs that are quite nice, and will be installed soon.

MOTION: Mr. Kennedy moved to adjourn the business meeting. Mr. Stebe seconded the motion and all members voted in favor.

The Chairman closed the business meeting at 9:55 P.M.

I certify these minutes were adopted on the following date:

June 4, 2018
Date

Eric Prause, Chairman

NOTICE: A DIGITAL RECORDING OF THIS BUSINESS MEETING CAN BE HEARD IN THE PLANNING DEPARTMENT.