

## NORFOLK PLANNING & ZONING COMMISSION

Special Meeting - POCD

April 26, 2018 @ 5:00 p.m.

### Minutes

Present: Michele Sloane, Schuyler Thomson, Larry Freedman, Paul Madore and Betsy Little

Also present: Glenn Chalder from Planimetrics

- Call to order at 5:05 pm
- Michele Sloane greeted those assembled and thanked everyone for coming. She introduced Glenn Chalder of Planimetrics.
- Glenn Chalder greeted all by saying that the Plan of Conservation and Development (POCD) is an updated, once-every-10-year tool for planning what the town of Norfolk will be like in the future. This meeting was a listening session where all the various boards, institutions and committees can express their thoughts, their needs, their concerns and their ideas. The Planning and Zoning Commission adopts the POCD following a Public Hearing.
- Ann Havemeyer, representing the Library, spoke about what a great resource the library is, it is right in the center of town and it acts as a community center. Many community activities take place at the library like the knitting group on Friday evenings. She thinks maybe, as the community ages, a senior center which provides activities and some meals is an idea worth thinking about.
- Barry Webber, representing the Historical Society which is on the south end of the Village Green, said that anything which would bring more activity to the Historical Society would be great.
- Richard Byrne, representing a number of organizations, spoke about the need to beef up security around town. He said that the town needs a comprehensive plan - for better security at Botelle School; to address safety violations at the fire house and to prevent road run-off and leaking septic systems from polluting the environment.
- Ron Zanobi, representing the Norfolk Sewer District, described the age and condition of the town sewer system. The second oldest in the state, the town's sewer systems was completed in 1899 and for the most part the system is original. There are 376 hook-ups, there are 9.5 miles of pipes and the operating budget is \$351,414. It needs some work but is in pretty good shape except for one big thing – ground water leaks into the system and contributes about 70 % of all the water flowing to the sewer plant. Not only is the extra water expensive to treat, but oftentimes it cannot be contained. The state has

ordered that work be done to prevent the ground water from penetrating the system because the overflow sends nitrogen pollution into the Blackberry River. Ron said this is a significant issue and the cost to cure the problem is \$4.2 million. There is loan money available with a 40 year payback schedule.

- Bill Hester, manager of the sewer plant, reiterated and expanded upon the details of the problem.
- Stephen Melville, speaking for the Norfolk Foundation, said that an article about the town sewer system is running in the next issue. Stephen, also representing the Norfolk Hub, said that their combined focus is to integrate the center of town both physically and communally as well as to promote the arts. The Hub is under construction but coming along and a literary event is in the planning stages.
- John Hester who works at the Battell Stoeckel Estate was at the meeting to listen and learn about the POCD as the Estate is interested in finding ways to integrate with the town.
- Jack Beecher from Yale University and point man at the Battell Stoeckel Estate said he was in attendance to listen and relay information to the trustees so they can think about ways to integrate with the town.
- Adele Hester, daughter of John Hester, a student at Regional 7, is here to listen and learn.
- Lou Barbagallo, representing the Foundation for Norfolk Living, said that the last POCD from 10 years ago was a spring board for the affordable housing project in town which is nearing completion. There are twelve rental units with rents range from \$440 to \$950 a month and the Foundation is getting a lot of interest from seniors and young families – exactly who the Foundation was targeting to help. The Foundation is planning to pay their fair share of property taxes to the town. Lou said they have learned a lot through the process and that the Planning and Zoning Commission has been helpful and good to work with along the way. They are already thinking about their next project.
- Libby Borden admitted she is on lots of committees and is head of both the Norfolk Land Trust and the Economic Development Committee (EDC). The Land Trust, with 24 miles of trails and numerous easements on parcels of land, hums along. The EDC has a great board, but it is very hard to get economic development moving in town. Libby said that anything the POCD can do stimulate economic development would be great.
- Dawn Whalen, executive director of the Norfolk Foundation, said that the Norfolk Hub, a co-working space at #2 Station Place, is about to open its doors and they want to help the town grow.

- Tom Stansfield from the Torrington Area Health Department spoke about the working relationship between Norfolk and TAHD involving permitting for wells, septic systems, food services etc. Norfolk pays TAHD a per-capita fee for their services and TAHD would like this relationship to continue. Tom used to be the sanitarian for the Town of Norfolk and he misses it.
- Richard Byrne commented that TAHD has been very helpful with emergency planning.
- Ken Ludwig, representing the fire department and speaking for his son Matthew Ludwig, fire chief, said that the fire department is a 501c3 foundation and it deals with fires and emergencies. He also said that the current fire house building does not meet required codes and standards thus a new fire house is needed and has been needed as well as talked about for many years. They are also looking for new members.
- Glenn Chalder asked if there is sufficient space at the current location for a new firehouse and if so, can the fire department continue to use the existing fire house while it is under construction. Ken said yes and yes, construction could be done in two phases. Glenn also asked if long term participation of volunteers is likely or not. Ken says this is dependent upon housing but they are hopeful. Ken said that a paid fire service would cost the town a lot more than a new fire house.
- Larry Freedman asked how many members the fire department has and Ken said about 50.
- Daryl Byrne, local Fire Marshall, stated that there are 72 buildings in town that require various permits and inspections. He works closely with the town's Building Inspector who could not be here this evening. Daryl is on-call 24/7 to respond to fires and hazardous materials issues. He does a lot of code compliance work. Daryl is also the liaison for military veterans in town which is an unfunded, volunteer office. Daryl said there is no veteran's service office in town and that the monuments in town have not been updated for about 30 years.
- Mary Reeve, member of the Zoning Board of Appeals, is here to listen.
- Holly Alexson, Mary Reeve's daughter, will be renting one of the affordable housing units and is here to listen.
- Kate Johnson, architect and a member of the Norfolk Foundation for Living, said that Lou Barbagallo pretty much said it all, but she wanted to mention that the fire department conducted a drill at the affordable housing complex and it was great.
- Roland Denny, president of Norfolk Senior Housing, Inc., said he was here to listen.

- Sarah Fiester, member of the PTO, is concerned about security at the Botelle School playground which is right on and wide open to Route 44. The school itself has bullet-proof doors, but the playground has no security other than two teachers with walkie-talkies.
- David Low, Battell Stoeckel trustee and Norfolk resident, thanked all for being here and for the POCD process.
- Glenn Chalder told everyone that the community on-line POCD survey will be on the town website next week and there will be information about it, and a link to it, in the May issue of Norfolk Now. He asked everyone to fill it out as this will be very helpful to P&Z as well as to the benefit the POCD.
- The meeting was adjourned at 6:00 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Betsy Little". The signature is written in a cursive style with a large initial "B" and a long, sweeping underline.

Betsy K. Little, Secretary