

Approved/Amended Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, November 21, 2013 7:30 PM
MEETING ROOM #133 – TOWN HALL, 100 POCONO ROAD

1. **Convene Meeting** : Chairman J. Van Hise convened the meeting at 7:33 p.m. and established a quorum of members: Chairman J. Van Hise, Vice Chairman A. Kerley, Secretary D. Frankel., Regular members P. Conlon and L. Taylor, and Alternate G. Hunton.* Also present: Town Director of Public Works R. Tedesco and Recording Secretary J. Llewellyn.
*G. Hunton was appointed a voting member.

2. **Review Minutes of Previous Meetings: 11/07/13**: A motion was made by P. Conlon, seconded by D. Frankel, to approve the Minutes of 11/7/13 as amended.** Motion carried unanimously.

***Amendments: Item 4: “The” to “They”; “effluence” to “effluent”; Item 8: “completed” (corrected); Item 7.b.: Correction: A. Kerley (not D. Frankel) was one of the elected Commissioners.*

3. **Old Business**: There was none at this meeting.

4. **New Business**:

a. **2014 Land Use Commission Meeting Schedule**: The Commission elected to eliminate the following 2014 meetings:
-July 3, 2014
-December 18, 2014

b. **23-27 Carmen Hill Road #200500619: Request for Partial Bond Release – \$365,339.41** (*leaving a remaining bond amount of \$26,420*) Present was Applicants J. Sivo and Paul Scalzo. Mr. Sivo submitted an as-built of the roadway that the Town will be taking. R. Tedesco has not yet seen this document. Mr. Sivo explained that he had met with K. Daniel to discuss the bond, which had not been thoroughly itemized by the previous Town Engineer at the time of the application’s approval. Ms. Daniel helped Mr. Sivo see what work remains. The main things left are the common driveway, guard rail, and to finish spreading topsoil, rake and seed. Mr. Scalzo presented photos of the area that is the subject of the bond release. The original bond was \$1,226,903.41. There has been one bond release in the amount of \$835,144.00. A discussion took place between the applicant and R. Tedesco about the pins and monuments, and the Town Engineer asked for ribbons on them for identification. K. Daniel had sent a memo with a question about the trees, and Mr. Sivo clarified that the approved plan does not indicate specific locations for the trees.
Another topic that remains open is the request of the applicant to submit a surety bond for the remaining amount. P. Scalzo explained this type of bond. The Chairman said that would be determined by the Town once the final bond figure has been established. J. Sivo also asked that this road, which has not yet been accepted by the Town, be plowed in the winter. Roads are only accepted between May and September. Chairman Van Hise noted that this is up to the Board of Selectmen, and is likely a liability issue.

There is only one more meeting scheduled for this year, so the Chairman asked that R. Tedesco inspect the site and have his report ready for the Commission’s December 5, 2013 meeting.

5. **Minutes of Other Boards & Commissions:** The Commission discussed the following Minutes:
- **11/07/13 Special Zoning:** This was a work session;
 - **11/14/13 Zoning:** Items of note: the Commission passed the marijuana moratorium; A. Kerley interjected that this discussion had been from a dispensing perspective, but urged the Town to consider attracting certain business sectors, such as life sciences. At the meeting, the public hearing on which the Planning Commission had sent comments, is continued.
 - **11/04/13 Board of Selectmen:** The cell tower contract has been completed, and the cottage went to auction.
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6. **Correspondence:** There was none at this meeting.
7. **Informal Discussion:**
- a. **Plan of Conservation and Development**
1. **Email from K. Daniel to the Planning Commission dated 11/13/13 Re: Developments in the Zoning Commission:** After a lengthy discussion on how to accommodate the applicant for Carmen Hill Road (bond release) by having a regular meeting, and also being able to attend this event at the Library, the Commission decided to begin its next regular meeting at 7:45 p.m. so members can attend the Library session from 7:00 – 7:30 p.m.
Please inform any applicants for the 12/5/13 meeting that the start time will be 7:45 p.m.
8. **Tabled Items:** There were none at this meeting.
9. **Adjourn:** A motion was made by G. Hunton, seconded by P. Conlon, to adjourn the meeting at 8:18 p.m. Motion carried unanimously.

J. Van Hise, Chairman