

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

December 16th, 2024 5:30PM

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Dr. Michael Klemens (Chair)

3 Cathy Shyer (Vice Chair)

4 Martin Whalen (Secretary)

5 Allen Cockerline (Regular Member)

6 Bob Riva (Regular Member)

7 Dr. Danella Schiffer (Alternate Member)

8 Beth Wells (Alternate Member) *joined 5:35PM*

9

10 **Brief Items and Announcements**

11 1. Call to Order / Establish Quorum

12 Chair Klemens called the meeting to order at 5:30PM. A quorum was established with five regular
13 members present (Dr. Michael Klemens, Cathy Shyer, Martin Whalen, Allen Cockerline, Bob Riva).
14 Alternate Member Dr. Danella Schiffer was also present.

15

16 2. Approval of Agenda

17

18 **Motion:** To approve the agenda.

19 Made by Cockerline, seconded by Riva.

20 Vote: 5-0-0 in favor.

21

22 Alternate Member Wells joined the meeting at 5:35PM.

23

24 3. Minutes of October 29, 2024 – *pending*

25 4. Minutes of November 4, 2024 – *pending*

26 5. Minutes of November 18, 2024 – *pending*

27 6. Minutes of December 2, 2024 – *pending*

28 7. Minutes of December 10, 2024 – *pending*

29 8. Minutes of December 12, 2024 – *pending*

30

31 **Public Hearing – 5:45PM**

32 9. 2024 Draft Plan of Conservation and Development (POCD) / *Open Hearing and Possible Action*

33

34 The Public Hearing opened 5:45PM. Secretary Whalen read the legal notice. Glenn Chalder of
35 Planimetrics joined the meeting. Mr. Chalder explained the POCD was updated from a previous version
36 completed in 2012. The objective of this meeting was to consider adoption of the document draft. He
37 explained the POCD is a document that identifies community needs and desires, policies and action
38 steps, and does not dictate what any organization or entity must do. The document is broken into eight
39 major sections.

40

41 Mr. Chalder summarized each section of the POCD. Section one “Introduction, Purpose & Baseline
42 Survey” established the basis for developing the POCD, including a Salisbury Community Survey and a
43 variety of Special Studies. Section two “Housing” assessed affordability, market dynamics, and burdened
44 housing costs. Sample strategies included Zoning Regulation changes, site-specific alterations, municipal
45 actions, and exploring alternative options such as abatement mechanisms and property tax relief.
46 Section three “Vibrant Villages” assessed village vibrancy, opportunities for improvements, available

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47 infrastructure and potential impediments from Regulations. Sample strategies included Zoning
48 Regulation changes, improvements to continuous safe pathways, parking efficiency, and identified
49 opportunities for gathering spaces and activities. Section four “Comprehensive Planning, Governance,
50 and Administration” assessed systems, technology and a unified vision for the Town’s future. Sample
51 strategies included planning comprehensively, considering alternative approaches to governance and
52 updating regulatory procedures. Section five “Infrastructure” assessed maintenance and upgrades for
53 providing services and cost efficiency. Sample strategies included long-term planning and design, hazard
54 mitigation, system circulation, utilities and community facilities. Section six “Agriculture” assessed
55 changing market dynamics and support for maintained farming within the Town. Sample strategies
56 included a “right to farm” ordinance, conservation easements and promotion of local farming. Section
57 seven “Natural Resources, Wetlands and Conservation” assessed the Town’s diverse natural resources
58 and noted some unique challenges. Sample strategies included updated regulatory provisions,
59 community education and regional intermunicipal collaboration. The final section “Conclusion and
60 Implementation” overviews how other Town Commissions were consulted for their input during the
61 POCD development process.

62

63 Chair Klemens explained the draft POCD included annotations noting proposed changes in response to
64 comments received prior to this evening. These proposed changes were made based on commentary
65 received from the Board of Selectman and a workshop hosted on September 30, 2024. Chair Klemens
66 explained they would review one chapter at a time, and then ask for general comments at the end. LUD
67 Conroy presented the POCD document for the meeting, beginning with section one.

68

69 On Page 2, Chair Klemens commented that verbiage was adjusted to address negative language and
70 emphasized the Town’s accomplishments.

71

72 On Page 12, Chair Klemens commented that verbiage was adjusted as an assessment versus a strategy to
73 address concern from First Selectman Curtis Rand regarding paved parking, port-a-potties and garbage
74 receptacles at outdoor recreation trailheads.

75

76 Chair Klemens asked members of the public for commentary specific to Chapter 1.

77

78 John Harney suggested encouraging positive communication and promoting civil discourse within the
79 community. LUD Conroy suggested these changes may fit best within the Governance section. The
80 Commission next reviewed Chapter 2 “Housing.” Chair Klemens pointed out the annotated proposed
81 changes.

82

83 On Page 19, cost figure revision was provided by Judy Gaffney of the Salisbury Housing Trust (SHT).

84

85 On Page 23, underlining was suggested by the Board of Selectmen to emphasize that accessory units are
86 used seasonally as short-term rentals, contributing to the overall vacancy rate in Town.

87

88 On Page 26, verbiage was included to clarify a strategy within R-10, R-20, C-20 and CG-20 lots.

89

90 On Page 27, verbiage was adjusted as recommended by Board of Selectman Member Chris Williams to
91 better identify a development pattern on Library Street.

92

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93 Chair Klemens asked members of the public for commentary on Chapter 2.

94

95 Lee Sullivan explained she is a member of the Salisbury Affordable Housing Commission (SAHC). On Page
96 24, Ms. Sullivan suggested altering the status of Sarum Village affordable Housing unit availability from
97 "September 2024" to "October 2024". She also suggested changing the project name "Grove Street" to
98 the more accurate "26-28 Undermountain Road".

99

100 Chair Klemens noted that a member of the public using the name "Lucifer Wanzer" stated in Zoom chat
101 that "affordable housing" should be changed to "subsidized housing." Commissioner Cockerline believed
102 the alteration was unnecessary.

103

104 Hilary Peck and Robert Sidorsky mentioned verbiage on Page 24 in reference to exploring automobile
105 access to the Pope Property along the Rail Trail and Library Street. Mr. Sidorsky explained members of
106 the SAHC expressed strong opposition to the concept, and asked why the suggestion remained.
107 Commissioner Cockerline explained he wished to see the concept explored to promote further
108 discussion and better identify project viability. Chair Klemens also expressed support for exploring the
109 concept. He also clarified that the POCD lists ideas for future exploration, which does not mean they will
110 be implemented. Vice Chair Shyer, Secretary Whalen and Commissioner Riva also supported leaving the
111 suggestion as-is. The Commission next reviewed chapter 3, "Vibrant Villages."

112

113 On Page 34, verbiage was adjusted to reflect commentary from the Board of Selectmen.

114

115 On Page 40, verbiage was adjusted to encourage commercial uses as recommended by the Board of
116 Selectmen.

117

118 On Page 42, verbiage was adjusted to address concerns regarding use of electric bicycles on sidewalks.
119 The Board of Selectmen suggested discouraging use versus prohibiting.

120

121 Chair Klemens asked members of the Public for commentary on Chapter 3. There were no comments or
122 questions. The Commission next reviewed Chapter 4 "Comprehensive Planning, Governance, and
123 Administration."

124

125 On Page 47, verbiage was adjusted as recommended by First Selectman Rand.

126

127 On Page 50, verbiage was adjusted to clarify that volunteers are considered Town employees.

128

129 Chair Klemens asked members of the public for commentary on Chapter 4.

130

131 The member of the public using the name "Lucifer Wanzer" expressed support in the Zoom Chat for
132 Town volunteers. Mr. Wanzer was encouraged to join the meeting as a panelist but appeared to have
133 technical difficulties and declined. There were no other comments from the public.

134

135 The Commission next reviewed Chapter 5, "Infrastructure."

136

137 On Page 63, verbiage was included to address a Board of Selectmen comment that bridges and roads in
138 Town are deteriorating.

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- 139 On Page 65, verbiage was adjusted as recommended by First Selectman Rand.
140
- 141 LUD Conroy explained that statute now requires the POCD include a map identifying Sewer Service
142 Areas. Prior to beginning work on this POCD, such a map did not exist. The Land Use Office (LUO) and
143 Town Assessor created a list of properties connected and not connected to Town sewer. Discussion
144 occurred with the Sewer Commission to identify properties that should be included in the Sewer Service
145 Area based on their Regulations. However, their regulations called for the inclusion of properties that
146 the Sewer Commission did not believe could be included. It was concluded that a map be made
147 specifically for the POCD. It reflects real data based on users, but cannot be used definitively to
148 determine if a property is eligible for sewer connection in place of the Sewer Commission.
149
- 150 On Page 69, Commissioner Riva suggested up to date information concerning fiber-optics and internet.
151
- 152 On Pages 71, 73, and 74, verbiage was removed as recommended by the Board of Selectmen.
153
- 154 Chair Klemens asked members of the public for commentary on Chapter 5.
155
- 156 Hilary Peck and Robert Sidorsky asked if dual usage (on page 78) referred to automotive traffic on the
157 Rail Trail. LUD Conroy explained yes, it is an explorative reference to the Colliers study. The Commission
158 next reviewed Chapter 6, "Agriculture."
159
- 160 On Page 85, verbiage was adjusted to address concerns raised by members of the public.
161
- 162 Chair Klemens asked members of the public for commentary on Chapter 6.
163
- 164 Barbara Maltby suggested the Commission review a letter of concern submitted by M.E Freeman.
165
- 166 Member of the Public M.E Freeman suggested verbiage reflecting neighborhood opposition to a
167 foundation-operated farm on Long Pond Road should be removed. She believed this section created a
168 false impression. The Commission agreed to remove the section. The Commission next reviewed Chapter
169 7, "Natural Resources, Wetlands, and Conservation."
170
- 171 On Page 105 and 108, verbiage was adjusted as recommended by Selectman Chris Williams.
172
- 173 Chair Klemens asked members of the public for commentary on Chapter 7. There were no comments or
174 questions. Chair Klemens asked members of the public for general commentary on the POCD document.
175
- 176 Member of the public Lori Shepard suggested including definitions and roles of the Town's Commissions
177 and Committees. Commissioner Cockerline recommended expanding the Town website to provide more
178 resources to the public including but not limited to the Town ordinances. Vice Chair Shyer asked if the
179 information was included in the Town's Annual Report. LUD Conroy confirmed it was. Vice Chair Shyer
180 commented the information would be most accessible on the Town website and believed it does not
181 belong within the POCD document. Ms. Shepard agreed.
182
- 183 Selectman Katherine Kiefer explained she had organized all Town ordinances into one binder of
184 information. Ms. Kiefer explained she was attempting to make the information universally accessible to

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185 the public.

186

187 Paul Watson asked when the Sewer Service Area map would be finalized and implemented. LUD Conroy
188 explained the map did not exist prior to the POCD document, and was composed by the Commission in
189 an attempt to capture what the sewer area was for the POCD. Mr. Watson asked if coordination was
190 made with the Water Pollution Control Authority. LUD Conroy replied yes.

191

192 There were no further questions from the public.

193

194 **Motion:** To close the public hearing at 7:38PM.

195 Made by Cockerline, seconded by Shyer.

196 Vote: 5-0-0 in favor.

197

198 Chair Klemens explained the drafted POCD document would be edited by himself and LUD Conroy based
199 on the comments received in preparation for formatting and a subsequent adoption date.

200

201 **Adjournment**

202

203 **Motion:** To adjourn the meeting at 7:53PM.

204 Made by Cockerline, seconded by Riva.

205 Vote: 5-0-0 in favor.

206

207

208 Respectfully Submitted,

209 Erika Spino

210 Secretary of Minutes