

PLANNING BOARD MINUTES

APRIL 24, 2014

2nd Floor Conference Room

Board members present: Others Present:

Gladys Lavine, Chair

Betty Jane Owen Ron Wolanski, Planning Director

Charlene Rose-Cirillo Shawn Brown, Town Administrator

Matthew Sullivan Mike Miller, Town Solicitor

Arthur Weber Roland Chase, Assistant to Solicitor

John Ciummo Alison Ring, Principal Planner

Angela Vincent, VHB

Geoffrey Morrison Logan, VHB

The meeting was called to order by Ms. Lavine at 3:00pm.

1. Meeting with consultants and discussion of process to complete revisions and adoption of the Middletown Comprehensive Community Plan.

After introductions, Mr. Wolanski explained that VHB has been hired by the Town to assist in completing the Comprehensive Plan. Specifically, VHB has been tasked with developing the town's implementation program. A scope of work was provided at the meeting as well as interim guidance from Statewide Planning, draft goals sections from all elements, and Future Land Use maps. Ms.

Vincent provided a template to consider for the implementation program. The process including meetings schedule and format, timing, and products were discussed including a self imposed goal of having the plan adopted by June 30th. Mr. Weber suggested the town circulate applicable elements to town departments for review and comment. The process the town has undertaken thus far and significant changes to the plan were summarized for VHB staff. VHB will review the town's draft Comprehensive Plan and provide a memo with comments in advance of the next meeting to be scheduled for May 15th at 3pm. After task 1 and 2 deliverables are complete the town anticipates hosting a public workshop for an estimated date sometime the first week in June at 6pm. Potential format could include a brief presentation, break out sessions, and a document highlighting important aspects / changes to the plan.

Meeting adjourned at 4:00 pm.

Respectfully submitted:

Alison Ring

Principal Planner