

TOWN COUNCIL WEEKLY STATUS REPORT

February 1, 2018

JB Volume 26, No.4

UPCOMING MEETINGS

- Monday, February 5th, Town Council Personnel and Appointments Committee Special Meeting, 6:00 p.m., Town Hall Annex, CR1.
- Tuesday, February 6th, the Town Council Personnel and Appointments Committee regular meeting has been cancelled.
- Tuesday, February 6th, Town Council, 6:30 p.m., Town Hall Annex, CR1

ZONING REGULATIONS

The Zoning Commission has been working double-time on the regulation re-write project. With guidance from Horsley-Witten, the Commission has made significant progress in reducing the number of zones and making the regulations easier to understand. The Office of Planning and Development Services appreciates all of those who have taken the time to attend the Zoning Commission meetings and offer input.

The Zoning Commission's regular meetings are on the first Wednesday of the month. Most months they schedule a special meeting for the third Wednesday of the month. If you are unable to attend the meetings, you can still keep track of the Commission's progress by visiting the re-write project's new website at www.grotonctzoning.com.

On this site, you will find agendas, minutes, technical memoranda, and a place to sign up for informative emails.

If you have any questions about this project, feel free to contact the Office of Planning and Development Services at 860-446-5995.

OPIOID CRISIS SERIES

During the month of February, the Groton Public Library is sponsoring a series focused on the opioid crisis. The series will kick off on Monday, February 5th, at 7:00 p.m. with a presentation entitled "The Rise and Fall (?) of the Opioid

Epidemic.” Dr. Michael Saxe, Chairman Emeritus of the Middlesex Hospital Emergency Department, will discuss the history of opioid drugs, the causes and impact of today’s opioid epidemic and what must be done by healthcare providers and laypeople to end this deadly crisis.

The series continues on the following dates:

Thursday, February 8th, at 6:30 p.m., the Library will screen a film that offers an eye opening look into the lives of four addicts. The characters’ experiences will make you rethink what you believe about addiction and may be disturbing to some. This film is rated R and runs for approximately 102 minutes. Contact the Library for the movie title.

Thursday, February 15th, at 7:00 p.m., the Library will feature an opioid crisis panel discussion. Ken Edwards of Community Speaks Out will moderate a discussion addressing the epidemic with a particular focus on local efforts and statistics. Our panelists include Police Chief Louis J. Fusaro, Jr., Detective Rob Emery, State Representative Joe De La Cruz, GASP Representative Carolyn Wilson and a member of the community in recovery.

Thursday, February 22nd, at 6:00 p.m., the Library will offer “Narcan: What It Is and How to Use It,” presented by Perception Programs, Inc. of Willimantic. Narcan (naloxone) works by blocking or reversing the effects of opioids. When administered, Narcan can bring someone out of overdose and help them to breathe on their own. Each individual who attends the training will be taught to recognize and respond to an overdose and will learn how and where to obtain Narcan.

These programs are free and open to the public. Registration is not required. For further information, please contact the Library at 860-441-6750 or visit grotonpl.org.

MONTHLY MANAGEMENT REPORTS

1. Office of Planning and Development Services (December)

- The Joint Land Use Study for Subbase New England has been completed.
- A preconstruction meeting was held for a new restaurant in downtown Mystic.
- Tom Zanarini, Code Enforcement Officer/Planner I recently attended the Vacant, Abandoned, and Deteriorated Properties Training Academy hosted by the Center for Community Progress in Hartford, Connecticut.
- The blight enforcement process will now include coordination with the Police Department, Tax Collector, and Economic Development Specialist in identifying

areas of the Town that are neglected, are identified as suitable for redevelopment, or have a pattern of tax delinquency.

- Staff finalized and issued a Request for Proposals in mid-December for the Mystic Education Center.
- The marketing for the Groton Heights property has intensified as a result of the new zoning text amendment.

ATTACHMENTS

1. Attachment 1 is an email from the Connecticut Conference of Municipalities for Freedom of Information Act training being held on February 27th from 9:00 a.m. to 12:00 p.m. at the Vernon Town Hall, 14 Park Place, Vernon.
2. Attachment 2 is a write-up from the Public Works Department of recycling efforts at the Transfer Station.

Attachments
JB/lh



OFFICE OF PLANNING AND DEVELOPMENT SERVICES

December 2017

DEPARTMENT UPDATES

The Joint Land Use Study (JLUS) for Subbase New England has been completed and can be found [here](#). It recommends a number of actions or projects to be undertaken by both individual towns and the region as a whole. A JLUS implementation committee has been established and will hold a kick-off meeting in January.

A preconstruction meeting was held for a new restaurant in downtown Mystic. The restaurant will include a full bar and hibachi tables. Interior renovations will start in January with a May opening anticipated.

Tom Zanarini, Code Enforcement Officer/Planner I recently attended the Vacant, Abandoned, and Deteriorated Properties Training Academy hosted by the Center for Community Progress in Hartford, CT. The seminar focused on pro-active measures to improve blight enforcement and code enforcement with an emphasis on improving neighborhoods as a whole as opposed to the re-active strategy of only answering neighbor complaints. The main goal is to foster positive behavior in otherwise neglected areas of town, reduce tax delinquency, encourage vacant land reuse, and ultimately improve conditions for economic development. Speakers included Luke Bronin, City of Hartford Mayor; Tom Hetrick, Youngstown (OH) Neighborhood Development Corporation; and Professor Frank Alexander, Emory Law School.

Going forward our Blight Enforcement process will include coordination with the Police Department, Tax Collector, and Economic Development Specialist in identifying areas of town that are neglected, are identified as suitable for redevelopment, or have a pattern of tax delinquency.

COMMISSION HIGHLIGHTS

The Zoning Commission considered zoning permanently protected open space properties as two types of "Green" zones. The Green Recreation Zone would be applied to properties such as Poquonnock Plains Park or Sutton Park and would allow active recreation uses. A Green Conservation Zone would apply to properties such as Pequot Woods, Groton Open Space Association or Avalonia Land Conservancy properties and would allow only more passive uses such as trails and small parking areas.

ECONOMIC & COMMUNITY DEVELOPMENT

Mystic Education Center: Staff finalized and issued a Request for Proposals in mid-December. Proposals are due in February and property showings by interested developers are ongoing. The repaving of the upper portion of Oral School Road was completed by the state, the town implemented road improvements to the lower portion as well. Key information regarding this project including environmental documentation, video, and information sheets can be found on the town's economic development website, <http://www.exploremoregroton.com/>

Groton Heights: As a result of the new zoning text amendment, the marketing for the Groton Heights property has intensified. Advertisements have been placed in the New England Real Estate Journal (NEREJ). Staff has been showing the property often. A sign permit has been secured, the sign ordered, and an installation will occur in January.

Marketing Materials: Staff received files containing final designs of hard copy marketing materials ("cut sheets") as well as a color glossy presentation folder. The presentation folder has been printed; initial printing of the cut sheets is pending. These polished materials will be used by staff to market Groton.

INSPECTION SERVICES DIVISION HIGHLIGHTS—DECEMBER

- ◇ Total building fees collected for FYE 2018 less reimbursements: \$120,306
- ◇ A notable project this month is the facility renovation and creation of a machine and repair shop at the Water Pollution Control Facility located at 170 Gary Court.
- ◇ Multi-phase renovations are beginning at Girard Motors located at 425 Gold Star Highway and the reuse of a former consignment shop at 1043 Poquonnock Road as a restaurant is also nearing completion.
- ◇ Certificates of Occupancy were issued for the following:
 - ◆ As an addition and façade renovation at 656 Long Hill Road for the new Planet Fitness location
 - ◆ The interior renovations for a pet wash and retail space at 35 Fort Hill Road
 - ◆ The reuse of a retail location at 403 Pleasant Valley Road South as a hookah lounge
 - ◆ Interior renovations for additional work space at Thayer Mahan located at 120B Leonard Drive

ITEM	RECEIVED IN DECEMBER	FISCAL YEAR 2018 TOTAL
BUILDING PERMITS	48	311
ELECTRICAL PERMITS	30	153
PLUMBING PERMITS	7	64
MECHANICAL PERMITS	36	217
SPRINKLER PERMIT	0	4
MOBILE HOME PERMITS	0	5
ESTIMATED VALUE	1,529,417	
RESIDENTIAL PERMITS ISSUED—NEW	0	4
ESTIMATED VALUE	0	\$710,000
RESIDENTIAL ADDITIONS/ALTERATIONS	44	245
NEW COMMERCIAL PERMITS	0	1
COMMERCIAL ADDITIONS	2	25
SIGNS	0	12
POOL PERMITS	1	5
SHED PERMITS	1	16
SINGLE FAMILY/DUPLEX UNITS APPROVED	2	9
TOTAL FEES COLLECTED (less reimbursements)	17,711	
CERTIFICATES OF OCCUPANCY ISSUED	13	40
HDC CERTIFICATES OF APPROPRIATENESS	2	22
CODE ENFORCEMENT		
SIGN VIOLATIONS	0	2
VEHICLES/WASTE	3	5
OTHER ENFORCEMENT ACTIONS	1	6
PENDING LITIGATION	0	2
CASES RESOLVED	0	7
BLIGHT CODE	1	10

Hylton, Lisa

Subject: FW: CCM's Municipal Training Workshop: FOIA: For Municipal Personnel, Boards, and Commissions

Freedom of Information Act (FOIA):
*What Municipal Personnel, Board, Commission,
and Committee Members Must Know*

Tuesday, February 27, 2018

Vernon Town Hall
14 Park Pl., Vernon, CT 06066

9:00 a.m. - 12:00 p.m.
Registration begins at 8:30 a.m.

FREE to CCM member municipalities | \$120 fee for non-member municipalities

PROGRAM OVERVIEW

FOIA: Are You Aware of the Requirements?

Connecticut's Freedom of Information Act (FOIA) details requirements for notice and access to public meetings, recordkeeping, and requests for information. It applies to all local government agencies, departments, institutions, boards, commissions, and authorities and their committees.

- Three kinds of meetings recognized under FOIA
- Requirements for public access, recordkeeping, and release of information
- When can the public be excluded?
- How to handle complaints

A Freedom of Information Commission report concluded that the FOIA is widely misunderstood and ignored by municipal officials. All board, committee, and commission members need to understand the requirements of FOIA to avoid costly and embarrassing complaints.

LEARNING OBJECTIVES

Overview of the FOIA

- FOIA - CGS Sections 12001241

Legal requirements for meetings

- Identify the difference between a meeting and caucus

Public records

- Maintaining records
- Handling requests
- What must be disclosed
- What need not be disclosed

FOI Commission Complaints

- Top reasons for complaints
- How to handle

Penalties & Costs of Noncompliance

- Criminal charges

CCM PRESENTERS

Henry J. Zaccardi, Esq., Shipman & Goodwin LLP

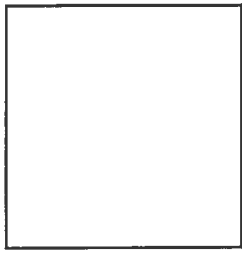
Mr. Zaccardi is involved in representation of public and private employers and nonprofit organizations in all aspects of labor relations and employment law.

Thomas A. Hennick, Connecticut Freedom of Information Commission

Mr. Hennick is the Freedom of Information Commission's Public Education Officer.

WHO SHOULD ATTEND?

- Mayors, First Selectmen, Town/City Managers
- Board, Commission & Committee Chairs and Members
- Staff/Clerks to Boards and Commissions
- Town/City Clerks
- Town/City Attorneys
- Department Heads



CCMO

Become a Certified Connecticut Municipal Official (CCMO)!
Enrollment for the CCMO program is now OPEN!

This workshop is good for 3 credit hours of **Organizational Development** that can be used towards completing your certification. For more information such as details on requirements and how to get started, please visit www.ccm-ct.org/ccmo

THREE WAYS TO REGISTER

1. **Online:** [Click here](#) to register - Registration deadline: Feb 26th
2. **Email:** ccmtraining@ccm-ct.org
3. **Phone:** CCM Training, (203) 498-3037 and (203) 498-3073

Limited seating available - please register early. Refreshments are not provided.

Cancellation Policy: This workshop may be cancelled or postponed due to insufficient enrollment, inclement weather, or other unforeseen circumstances. Registrants will be notified of any changes.

UPCOMING WORKSHOPS!!

Here are just a few of our upcoming workshops:

- March 1 - Cost Saving Strategies: Taking Control over the Expense of Essential Services
- March 6 - Drug and Alcohol Testing for Supervisors
- March 9 - Municipal Press Release Writing 101

For a complete listing of upcoming workshops please [click here](#).

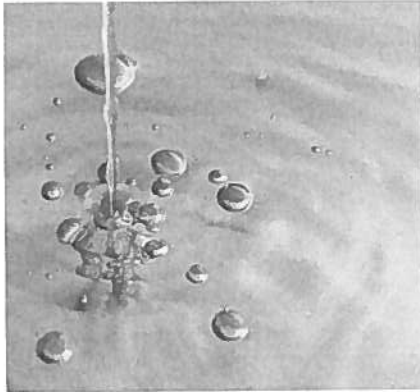


Stay connected! Follow us and don't forget to tag us in your posts. We'd love to see what our members are saying about CCM's workshops and training. Be sure to share your pictures from CCM workshops using the hashtag #ccm_training.



“Yellow Grease”

Since the Transfer Station started accepting “Yellow Grease” aka cooking oil, we have accepted and recycled approximately 450 gallons over the last two years. The trend is that most of this oil is collected just after the New Year (must be a lot of fried turkeys for the holidays). It takes roughly 3 gallons of cooking oil to fry an average sized turkey so we could theoretically fry 150 turkeys with the oil we’ve recycled so far!



“Mattress Recycling”

Connecticut is one of three states that have enacted mattress recycling laws, the others being California and Rhode Island, and as a result, the Mattress Recycling Council (MRC) was formed. The MRC educates the mattress industry about mattress recycling laws, assists retailers and manufacturers with their registration and reporting obligations, and works closely with local governments, waste management professionals, recyclers and others to create an accessible and efficient mattress collection and recycling network.

Groton began its mattress recycling program on December 6, 2017. Since its inception the Town has recycled approximately 120 mattresses.

