

TOWN OF WASHINGTON  
Bryan Memorial Town Hall  
Post Office Box 383  
Washington Depot, Connecticut 06794  
Planning Commission Regular Meeting  
January 8, 2020  
**MINUTES**

Upper Level Meeting Room – 7:30pm

Members Present: Mr. Hileman, Mr. Rimsky

Members Absent: Ms. Gager, Mr. Carey, Mr. Cole

Alternates Present: Ms. Matteo

Staff Present: Ms. Rill

Public Present: Ms. Gorra, Mr. Sherr

Chairman Hileman called the meeting to order at 7:32pm. He then seated himself, Mr. Rimsky and Ms. Matteo.

**CONSIDERATION OF THE MINUTES (15 sec.):**

**MOTION:** To accept the December 4, 2019 Meeting Minutes as submitted, by Ms. Matteo, seconded by Mr. Rimsky, passed 3-0 vote.

**PENDING APPLICATIONS (1min. 2sec.):**

There are no pending applications this evening.

**OTHER BUSINESS (1min. 8sec.):**

**Economic Development Committee Update –**

Chairman Hileman informed the Commission that the Economic Development Committee would be meeting on Tuesday, January 14, 2020. He stated that the installation of WiFi in the Depot is moving along nicely. Also, the Committee had started to craft a job description for an Economic Development Director, for which Chairman Hileman invited Mr. Sherr of the Washington Economic Development Committee, to speak.

Mr. Sherr began by announcing that there would be a discussion regarding thoughts on a new Senior Center in Washington. The discussion will be taking place on Tuesday, January 14, 2020 at 4:00pm at Bryan Memorial Town Hall for the community to attend.

Mr. Sherr stated that, to his understanding, that there had been repeated reference for the need of an Economic Development Coordinator in the town of Washington while the Planning Commission was crafting the 2014 Plan of Conservation and Development. Recently, Mr. Cole of the Planning Commission, had researched the progress of each Board and Commission in Washington in regards to their goals outlined in the Plan of Conservation and Development. With that, it was discovered that an Economic Development Coordinator would be worthwhile for the town to consider.

Mr. Sherr explained that he and Ms. Gorra began speaking to Economic Development Coordinators in other towns and discovered that an Economic Development Coordinator was more popular in larger towns and cities. As Mr. Sherr and Ms. Gorra began drafting a possible job description for the position, they discovered that the title of "Community Development Coordinator" was a more accurate description for the position.

Chairman Hileman informed Mr. Sherr and Ms. Gorra that the Planning Commission would support the idea of a Coordinator because it was discussed numerous times while developing the Plan of Conservation and Development, and the Planning Commission truly understood the need for the position.

The Commission, along with Mr. Sherr and Ms. Gorra, discussed the position at length. The interview process, possible salary, as well as hours were discussed amongst the group. Mr. Sherr emphasized that this would be a learning process for everyone involved, and nothing was set in stone as of yet. The Commission encouraged Mr. Sherr to ask for what should be considered a fair salary right away when approaching the Finance Board.

Ms. Gorra stated that a letter of support regarding the need of a coordinator from the Planning Commission would be greatly appreciated and helpful. Chairman Hileman stated that he would have no problem doing so.

Ms. Gorra also stated that it was recently brought to her attention the need for new, updated Land Use maps, and asked Chairman Hileman if this would be something the Planning Commission would be willing to consider. Chairman Hileman stated that he agreed and would be willing to discuss this with the Chairpersons of the other Commissions and Boards about this.

#### Sustainability Committee Update (1hr. 9min. 19sec.) –

There was no update for this this evenings meeting.

Plan of Conservation and Development – 5 year Revisions (1hr. 9min. 24sec.) –

The Commission agreed that there had been sufficient discussion of the POCD earlier in the evening, and would discuss more at next month's meeting.

**COMMUNICATIONS (1hr. 09min. 29sec.):**

There were no communications for this evening's meeting.

**ADMINISTRATIVE BUSINESS (1hr. 9min 37sec.):**

Election of Officers for 2020 –

**MOTION:** To re-elect Mr. Hileman as Chairman of the Washington Planning Commission, by Ms. Matteo, seconded by Mr. Rimsky, passed 3-0 vote.

**MOTION:** To re-elect Mr. Rimsky as Vice Chairman of the Washington Planning Commission, by Mr. Hileman, seconded by Ms. Matteo, passed 3-0 vote.

Discussion of the Budget for 2020 –

Chairman Hileman expressed that he would like to reserve \$7,500.00 for legal fees as done in previous years. He would also like to reinstate line items for the POCD, and add a line item for the aforementioned Land Use maps. He stated that he would discuss this further with the Land Use Administrator, Ms. White, in the near future.

**MOTION:** To adjourn the January 8, 2020 Washington Planning Commission Meeting at 8:50pm, by Ms. Matteo, seconded by Mr. Rimsky, passed 3-0 vote.

Respectfully Submitted,

Tammy Rill  
Land Use Clerk  
January 13, 2020

\*All documents on file in the Land Use Office

\*\*Minutes subject to approval

\*\*\*A recording of this meeting is available upon request

