

**Hampton Planning and Zoning Commission
Minutes
February 23, 2015**

Regular Meeting

Chair Kevin Grindle called the meeting of the Planning and Zoning Commission to order at 7:00 pm.

Roll Call

Regular Members Present: Kevin Grindle, Randy Thompson, Gary DeCesare, Sue Hochstetter, Ev Hyde.

Alternates Present: Gloria Langer and Wayne DeCarli

Staff: Martha Fraenkel

All regular members present; no alternates seated.

Chair Grindle reordered the agenda to hear Jim Larkin, invited speaker from NECCOG, next.

Old Business

1. Northeastern Regional Council of Government - Services.

Jim Larkin, Associate Director for NECOG, was present to discuss available NECOG services. He described and discussed NECOG staff and services, which include various municipal programs and project capabilities: land use planning/ projects, engineering, hazard mitigation/FEMA, emergency planning, GIS/mapping capabilities, large format scanning services, economic development, trail development, transportation planning, preparation of the regional plan of conservation and development, etc. Towns can subscribe-- on a per capita basis -- to the engineering service provided by staff engineer Syl Pauley or alternatively hire Pauley on an hourly basis. The WINCOG GIS information has been received at NECOG. Discussion ensued on upgrading parcel accuracy. Frequency of parcel updates projected to be annually, at this time, charged on an hourly basis. Plans/surveys should be provided in a digitized format as part of the subdivision requirements. Larkin explained the evolution of the original GIS viewer, created by an outside vendor and hosted by NECOG. NECOG has recently acquired software that will improve functionality -- more efficiently control/manipulate the viewer in-house. This should provide more reliability and ease in maintaining and making changes. The viewer is now based on HTML5 /Geo cortex based.

Additions to Agenda - None

Minutes:

Hyde moved and DeCesare seconded a motion to approve the minutes of 11/24/14. Unanimously approved.

Langer moved and Hochstetter seconded a motion to approve the minutes of a special meeting on 1/29/15; unanimously approved except Hyde abstained.

Old Business, continued

2. PZC Budget fiscal year 2015-16.

Discussion continued from the January, 2015 meeting.

Fraenkel commented that the Plan of Conservation and Development should be included in this budget since the next POCD must be completed by the end of calendar year 2016. The cost will be spread between the next two fiscal years, with the 2016-17 budget including the cost of writing, production and map work. Members agreed to include \$3000 for the POCD in the 15-16 budget for staff time.

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GIS (digital mapping) needs were reviewed. Fraenkel recommended that the Commission create an up-to-date and comprehensive open space map linked to parcel information. Members agreed to add \$2500 to the budget for GIS services, with the Board of Selectmen to include the cost charged by NECCOG for the GIS viewer in its budget.

DeCesare moved and Hyde seconded a motion to adopt the budget as submitted for the 2014-15 fiscal year with the above additions. Motion was unanimously approved.

3. CT DEEP open space and watershed grant, addition to the Edwards Preserve, Old Town Pound Road. Conservation Commission Randy Thompson noted that the Town has a signed purchase agreement with the owners. Hyde moved to approve a letter of endorsement for this acquisition and DeCesare seconded. Unanimously approved.

4. Application for Site Plan Modification - Town of Hampton - additional parking at Town Hall. Tabled.

5. Regulations Revisions. Tabled.

New Business

None.

Staff Report

Fraenkel presented the utilization of a townwide questionnaire to prepare for the next POCD. disseminated the previously used Hampton survey and another from Weston. She recommended developing the content internally and contracting out the dissemination and tallying. DeCesare supported the survey concept but was concerned about comprehensive representation in response. Hochstetter suggested using the old survey to begin, but streamline and simplify. The matter will be taken up at the next meeting.

Communications

1. Conservation Commission .

Chairman Thompson reported on the open space and watershed grant application for the Edward Preserve addition, which is ready for submittal to DEEP.

2. NECOG -_None.

3. Quarterly Newsletter - CT Federation of PZCs - Winter 2015

4. CT Federation of PZC - notice of annual dinner 3 26 15

Adjournment

Meeting adjourned at 9:10PM.

Respectfully Submitted,

Martha Fraenkel, Acting Recording Clerk