

Plan of Conservation & Development Implementation Committee

Special Meeting - Thursday, October 24, 2019

First Floor Land Use Conference Room, Portland Town Hall, 33 Main St, Portland, CT 06480

Present: Angela Hammond, Fred Knous, Claire Frisbie, Frank Winiski, Thomas Malecky

Guests: Mary Dickerson, Susan Bransfield, Kevin Armstrong

Absent: Wayne Martin

1. Call to order by Chairman - Meeting called to order by Fred Knous, Chair, at 10:07 am.
2. Seating of alternates - Thomas Malecky and Frank Winiski seated as alternates. Sharon Peterson has resigned; replacement is in process.
3. Approval of minutes - Minutes of Sept 16, 2019 – motion to approve Thomas Malecky, second Angela Hammond. Corrections noted: change Kevin Cunningham name to Kevin Armstrong in 2 places, change Excused to Absent; approved as corrected unanimously.
4. Website discussion –
Mary Dickerson – EDC Implementation Strategy handed out – discussed
Discussed - Money in budget yearly for POCD planning – Need to look at POCD to realign plan as needed for near future
Discussion of use of consultant to do charrette and accumulate data.
Discussion of other items in POCD that have not been addressed – eg parking
Document is “living document” – looking at where we are in 2019 compared to where in 2016.
Need POCD to accurately reflect what is happening for state grant issues.
Discussion of Riverfront process – need to include in POCD

Fred Knous – need to develop Calendar of meetings for next year

Susan Bransfield –

- Tools suggestions – accessibility, Minutes and use in website – town looking at possible hire.
- Items suggestions – recommend adding rural issues to priorities, consider conservation/sustainability issues, consider Council of Governments as a resource – discussed
- Actions from Boards and Commissions - working together may improve effectiveness – discussed.
- Discussed POCDI role in update of POCD – recommend work with P & Z Commission.

Kevin Armstrong – reviewed the website – wix based. Strategic plan under Documents & Media
Instructed members on use of implementation tables, how to use the Wix site, how to update, formatting, publishing. Site has not been published yet. Discussed tabs - Comments should change to Contact us.
Kevin will continue to put in implementation items. Claire will begin testing how to input committee updates.

5. Review 2016-2026 Plan of Conservation and Development – no new data obtained at this meeting.

6. Public comment – none

Next meeting – Nov 18, 2019, 2 pm.

7. Motion to adjourn -Angela Hammond, seconded, approved – adjourned by Fred Knous, chair, at 12:30 pm.

Submitted by,
Claire Frisbie