

MAYOR
JEFFREY A. MACMILLEN

DEPUTY MAYOR
THOMAS ZAMPANO

TOWN MANAGER
MICHAEL P. DOWNES



COUNCIL MEMBERS
BRUCE ABELSON
ROSE MARIE ANGELONI
MARIE E. DIAMOND
WALTER GOAD
VINCENT J. MASE, SR.
NICHOLAS PALLADINO
RONALD PELLICCIA, JR.

TOWN OF NORTH BRANFORD

TOWN HALL, 909 FOXON ROAD, NORTH BRANFORD, CONNECTICUT 06471
TOWN MANAGER (203) 484-6000 TOWN HALL FAX (203) 484-6025

Special Meeting BLUEPRINT COMMITTEE OF NORTH BRANFORD, CONNECTICUT

Thursday, September 28, 2023

**Smith Library – Northford
7:00 p.m.**

1. Salute to the Flag
2. Roll Call
3. Approval of Minutes
 - a. August 23, 2023
4. New Business: Discussion & Action
 - a. Create a Mission Statement for project
 - b. Review past studies done
 - c. Review Town Owned Properties and Current Zoning.
5. Citizens Statement
6. Adjournment

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Organizational Meeting BLUEPRINT COMMITTEE OF NORTH BRANFORD, CONNECTICUT

August 23, 2023

Town Council Chambers
7:00pm

1. Swearing in of the New Members

Town Manager Downes swears all the members in.

2. Salute to the Flag

3. Roll Call

Present: Member Steve Torino, Member Dan Armin, Member Robert Noak, Member Matt Fleming, Member Melinda Fonda, Member Chris Heon. Deputy Mayor Zampano, Councilor Abelson.

Also Present: Town Manager Downes, Mayor Macmillen, DPW Director Fran Merola.

Absent: Member Bonnie Symanski

4. Review of charge of the committee

Mayor Macmillen stated that when the Town Council was discussing the building of this committee and the studies that have occurred over the years. There are so many buildings with no semblance of organization and fields that are unused or under/over utilized. There is a lack of tax dollars besides homeowners. The idea of this committee to formulate a master plan for building the nucleus of a plan for North Branford looking into the future. The goal is to come back to Town Council with some immediate ideation and suggestions for use of the town land and fields. From there he would like to see it moving into more of the master plan advisory. The goal would be to have both sides of town become one town with the creation of a town center.

Town Manager Downes provided the committee members the resolution of what was passed by the Town Council for the charge. The date for reporting to the Town Council is March 31. This will give 7 months to make a submission.

Member Steve Torino would like to recommend for commission members to have an alternate due to possible conflicts. Mayor Macmillen would urge the chair to have 3 more alternates added for Planning & Zoning, Economic Development and Parks & Recreation. Town Manager Downes stated that the language would need to be updated so the alternates would have voting privileges. When the Blueprint committee was created at the council level there was an amendment made on the floor about the creation of the alternate positions. When it was passed, the alternates were approved for the electors. Adding the alternates for the commissions as it is not in the ordinance. It would have to go through the Town Council and would require a public hearing before those members would be allowed to vote. The alternates can only vote if their principal is not present. Town Manager Downes asked to have this added as an agenda item for the next Town Council meeting. He also clarified that a quorum is 4 members out of 7.

5. Appointment of Chair

Motion: Member Steve Torino motioned to nominate Deputy Mayor Zampano as Chairman; seconded by Councilor Abelson.

Discussion: None

With all in favor, the motion is passed.

Abstain: Deputy Mayor Zampano

6. Appointment of Vice Chair

Motion: Member Torino motioned to nominate Dan Armin as Vice Chair; seconded by Chairman Zampano.

Discussion: None

With all in favor, the motion is passed.

Abstain: Dan Armin

7. Appointment of Recording Secretary

Town Manager Downes shared that the Town Council requested to have a clerk for the meetings, so they have added Kathleen Daly as the clerk for the meetings.

8. Set Schedule of meetings

Town Manager Downes stated that within the committee member's packet there are options for the 3rd Wednesday of the month or the 4th Thursday at 7pm.

The committee members discussed the meeting schedule and decided the best option would be the 4th Thursday of the month. Some of the locations to be considered include the Library's, Parks & Recreation and Town Council Chambers.

Motion: Member Steve Torino motioned to have the Blueprint Committee meetings on 4th Thursday of month; seconded by Vice Chair Dan Armin.

Discussion: None

With all in favor, the motion is passed.

9. New Business:

Member Steve Torino shared that with the meetings for the Parks & Rec Commission they typically have public comment on the agenda at the beginning of the meeting. The request is could public comments be added on the agendas. Chairman Zampano suggests having public comment at the end.

Mayor Macmillen said public comment at the end can keep the flow of the meeting and if additional discussion is needed it can be moved to a new agenda.

Councilor Abelson asks how we get materials of what has been done for studies, etc. Chairman Zampano said it all needs to be in the forefront. Councilor Abelson said we need all the info on the open properties. Town Manager Downes shared that the goal would be by the September 28th meeting to have more of the information available for review.

10. Adjournment

Motion: Member Armin motioned to adjourn; seconded by Member Torino.

Discussion: None

With all in favor, the motion is passed.

Adjourned at 7:39 p.m.

Respectfully Submitted by: Kathleen Daly, Clerk

August 25, 2023

BLUEPRINT COMMITTEE				Membership	Phone	email	Home Address
Jennifer Ash	Parks & Recreation Rep.	203-545-2826	jinf73@yahoo.com	140 Sea Hill Rd., North Branford			
Robert Nowak	Planning & Zoning Rep.	203-927-8624	tillie3136@yahoo.com	11 Longo Lane, Northford			
Dan Armin	Economic Development Rep.	203-623-9053	danielmarmin@gmail.com	Chidsey Dr., North Branford			
Deputy Mayor Thomas Zampano	Town Council Rep.	203-530-7618	zampano@townofnorthbranfordct.com	29 Lasalette Dr., North Branford			
Councilor Bruce Abelson	Town Council Rep.	203-605-5509	abelson@townofnorthbranfordct.com	60 Youngs Apple Orchard Rd., Northford			
Bonnie Symansky	Elector - North Branford	203-641-6641	bsymansky323@gmail.com	50 West Pond Rd., North Branford			
Matt Fleming	Elector - Northford		flemmatt@yahoo.com	19 Fox Hill Dr., Northford			
Christopher Heon	Alternate: North Branford	203-927-3133	c_heon@hotmail.com	30 McMahon Lane, North Branford			
Melinda Fonda	Alternate: Northford	203-988-0883	Mfonda6@comcast.net	64 Lanes Pond Rd., Northford			
Steve Torino	Alternate: P&R	203-868-4574	informationforstevet@yahoo.com	46 Conifer Dr., Northford			
VACANT	Alternate: P&Z						
VACANT	Alternate: EDC						
Mayor Jeff Macmillen	Ex-Officio	203-915-9582	macmillen@townofnorthbranfordct.com	Jackson Lane, Northford			
Town Manager Mike Downes	Ex-Officio	203-484-6000	mdownes@northbranfordct.gov	909 Foxon Rd., North Branford			
DPW Director Fran Merola	Ex-Officio	203-484-6060	fmerola@northbranfordct.gov	290 Forest Rd., Northford			