

**Regular Meeting  
of the  
Planning, Zoning and Housing Committee (PZH) of the  
Representative Town Meeting (RTM)  
DRAFT MINUTES  
January 4, 2016**

7:30 PM

Room 119, Darien Town Hall

Present: Elisabeth Bacon (EB), Carolyn Bayne (CB), Kate Bates (KB), Joseph Cherico (JC), Fred Conze (FC), Joan Davis (JD), Courtney Haidinger (CH), Joanne Hennessy (JH), Patrick Keane (PK), Monica McNally (MM), Nanci Natale (NN), John VanderKieft (JV)

Guests: Board of Selectmen members- Jayme Stevenson (JS), Susan Marks (SM), Marc Thorne (MT)

Absent: Ted Hawkins (TH), Matt Jordan (MJ)

Meeting called to order by PZH chairman, JH at 7:31 p.m.

Motion made by LB to approve minutes from 10/19 and approved by all.

Agenda:

Item 1-Discuss and vote on resolution to transfer care, custody and control of 35 Leroy to the Board of Education.

Meeting was opened with a review given by JH and a discussion regarding control, as well as liability, maintenance costs and room usage between Board of Education (BOE) and Town. General understanding was that Public meeting room and basement were always to be part of Town space. FC suggested that a Memorandum of Understanding or a Lease would clarify these points, and should include specifics on floor plan and duration. An example —5 year lease between Town and BOE for \$1.00 per year. JH expressed concern that maintenance costs such as repairing the roof should not be born by the BOE, and that keeping maintenance costs in Town budget would allow costs to be broken out and tracked by building. JS explained that care, maintenance and operation of 35 Leroy are included in BOE budget and thus BOE responsibility. JS noted that a lease agreement on a public building was unprecedented. JS suggested that a Memorandum of Understanding (MoU) be drawn and that the Resolution before the RTM be changed to match State statues. FC and JH suggested that BOE and other relevant committees such as Public Works be invited to attend the drafting meetings of this document with PZ & H, BOE and counsel. It was agreed that PZ&H committee will vote on the new resolution after reviewing it and the MoU.

Item 2-Town Plan of Conservation and Development (TP)

Chair JH noted next Town Plan meeting is Tuesday- 1/12/16- at Town Hall room 206 at 8:00p.m.

One result from the last meeting was the removal of pages 24-26 in the draft which

included pictures and maps. Committee members expressed concern about increased density and the impact on traffic and quality of life in town and want the plan to reflect this concern. It was noted by FC that the RTM does not vote on enacting this plan so it is very important to add input during this planning stage.

Item 3-The next PZ & H meeting will be on 2/9 at 7:30p.m. JH will send out a calendar of future committee meetings.

A motion for the meeting to be adjourned was made by Carolyn Bayne at 9:00p.m.

Respectfully Submitted by Monica McNally PZ & H clerk