



This meeting took place via ZOOM videoconference. Georgette Cole called the meeting to order at 7:30 p.m. In attendance were Commissioners Bob Christin, Georgette Cole (Chair), Sylvie Favret, Robert Johnson, Jeff McCrehan, and Peter Nagrod (TC Liaison). Samantha Suzich attended for the HPC.

**Approval of Agenda:** Jeff McCrehan moved to approve the agenda. Robert Johnson seconded the motion. *Approved 5-0.*

**Building Permit Applications:**

122 Grove Avenue: Georgette reviewed the plan for a detached deck at this property. She shared the drawings with the Commission. An error in street names on the location survey was noted. Grove Avenue and Grove Road were interchanged. The plan meets all requirements. Georgette Cole moved to approve the building permit application for a deck at 122 Grove Avenue. Jeff McCrehan seconded the motion. *Approved: 5-0.*

There was a discussion about the deadline for receiving a building permit. Permits should be submitted to the Town Clerk and the Planning Commission Chair by the second Wednesday of the month. Fence permits must be submitted to the Town Clerk by two weeks before the Planning Commission meeting. The Commission was urged to look at the Planning Commission information on the website and evaluate it for how clear the submission requirements and deadline are for town residents.

**Public Ways & Property Permits:** none.

**Public Appearances:** There were none.

**Approval of the Minutes:** Sylvia Favret moved to approve the December minutes. Robert Johnson seconded the motion. *Approved: 5-0.*

**Discuss Ordinance Changes for the Commercial Corner:** Peter Nagrod reported a gathering at Tony's place where they discussed the Commercial Corner. There was also a discussion about zoning in the area.

**Commercial Corner Update:** Covered in previous item.

**Report from Town Council:** Peter Nagrod reported the following:

- The Stormwater contract was approved pending Suellen's review and the mayor's signature.
- The Draft Vacant House Resolution was discussed by the Town Council.
- The Council voted for removal of the Jungle Gym in WW Park, but it may come up again.

- The Council approved the first phase of the Meadows Committee plan which will remove thirty-seven cedar trees, particularly trees that are compromised.

**Gateway Committee Update:** Peter reported that the Committee is working on the following items:

- Slowing down the traffic on Railroad Street.
- Reducing the littering along Washington Grove Lane and Railroad Street.
- Mowing on both sides of Railroad Street, where it can be done, in order to make it easier to collect the trash. RJ Landscaping will perform this maintenance.
- Adding identity fences and signs to emphasize the fact that one is driving through a residential area.
- Planting more trees in the newly cleared areas.
- Fixing up the train station.
- Figuring out how to improve pedestrian safety when crossing Railroad Street.

**Other Business:** none

There being no other business, the meeting adjourned at 8:06 pm.

Kathryn L. Lehman, Town Clerk