



Town of Hamden

Planning and Zoning Department

Hamden Government Center
2750 Dixwell Avenue
Hamden, CT 06518
Tel: (203) 287-7070
Fax: (203) 287-7075
www.hamden.com

June 28, 2013

MINUTES: THE PLANNING & ZONING COMMISSION BY-LAWS SUB-COMMITTEE, Town of Hamden, held a Sub-Committee Meeting on Tuesday, June 25, 2013 at 6:00 pm. in the Thornton Wilder Hall, Miller Memorial Library Complex, 2901 Dixwell Avenue, Hamden with the following results:

Sub-Committee Members in attendance:

Brack Poitier, Sub-Committee Chair
Michele Mastropetre, Commissioner
Robert Roscow, Commissioner

Staff in attendance:

Leslie Creane, Town Planner
Dan Kops, Assistant Town Planner

Other Commissioners in attendance:

Myron Hul
Lee Campo

Mr. Poitier opened the meeting at 6:00 p.m.

Staff asked the Sub-Committee what was wrong with the current By-Laws as they felt they worked fine and why try to fix something that is not broken.

It was explained that there was displeasure among several Commissioners about how elections for the officers had been handled in recent years and that members who wanted to seek office were not given an equal opportunity to voice their interest on the floor. There was also campaigning which had not been the practice in previous years. There are also some other minor items that require attention.

After discussion, it was agreed to add for consideration to the By-Laws that at the first meeting of the P&Z Commission in January, the annual meeting will be announced and any Commissioner wishing to seek an office will be given the opportunity to announce his/her interest. Note: This is not a requirement if one chooses to seek office, they will still need to be nominated at the annual meeting. It is felt that all Commissioners shall be afforded a level playing field to express their interest. If a Commissioner is absent or does not wish to speak publicly, they can submit their name to the Clerk and he/she will forward that information to the full Commission.

Discussed but not agreed to move forward was a requirement that anyone holding the seat of Chair or Vice Chair should have some experience (served for at least 2 years) on the Planning and Zoning Commission.

Discussed and added for consideration to Item 3 is verbiage on alternates serving in consecutive order and their availability recorded in the meeting minutes.

Discussed and added for consideration is the addition to Item 7 the election of a Representative and Alternate to the SCROG Regional Planning Commission (RPC) and the appointment of the Village District Design Consultant.

Discussed and added for consideration is the Vice Chair shall act as the parliamentarian of the Planning and Zoning meetings. If the Vice Chair is not in attendance, a parliamentarian will need to be appointed by the Chair at the meeting.

Item 8 of the current By-Laws reads the outgoing Vice Chair shall serve as the Temporary Chair of the Annual meeting. There is no verbiage as to who would serve as Temporary Chair if the Vice Chair is not present. It was agreed to add language that the Commissioners in attendance will appoint a member of the Commission to serve as Temporary Chair.

Mrs. Mastropetre will incorporate the changes above into a red-lined document for the full Commission to review and act upon.

Adjournment

Ms. Mastropetre made the motion to adjourn. Mr. Roscow seconded the motion. The motion passed unanimously.

The meeting adjourned at 6:45 p.m.

Submitted by: _____
Michele I. Mastropetre, Commissioner