1. **Call to Order:** Acting Chairman S. Stephanski called the Regular Meeting of the Planning and Zoning Commission to order at 7:08 PM.

2. **Members Present:** Steve, Stephanski, Pat Wray, Joe Zonfrilli, and Alternate Members J. Hodge

   **Members Absent:** David Nieminen, Scott Davidson, Tom Sweet & Brian Muschiano

3. **Seating of Alternate:** J. Hodge was seated.

4. **Approval of Minutes:** Motion to approve March Minutes made and seconded by P. Wray/J. Zonfrilli. Motion to approve April Minutes made and seconded by P. Wray/J. Hodge. Motion to approve May Minutes made and seconded by J. Hodge/P. Wray. All MOTIONS PASSED Unanimously.

5. **Addition to the Agenda:** There were no additions to the agenda.

6. **Citizen Comments:** No public were present.

7. **Old Business:**

   a. **Zoning Regulation Update / Discussion**

      J. Guszkowski, Town Planner, reported that the rewrite of the first 5 sections have been completed. He has worked through sections 5A and 6 and provided markups to the commission via a google document sent to all members (P. Wray did not receive due to new email address), he received no further markups or comments from members. J. Zonfrilli mention that he was not able to sign into the document be he was able to read them. J. Guszkowski asked if the Google document was the best method or maybe a Word document with track changes. J. Hodge brought up major structural changes needed to the format before deciding Google vs Word and whether J. Guszkowski was initially tasked with an update and clean up to the regulations or a complete overhaul that would essentially change the way the town/planning and zoning does business as a whole. She also inquired whether the new/re-written regulation would include implementation of the POCO work previously completed. A lengthy discussion took place around special permits vs site plans. J. Guszkowski suggested the commission should vote on the overall goal to include but not be limited to, 1. Should the regulations be reorganized and reoriented to be more general. 2. Should we establish a site plan process. This information would help focus the group while making changes to the regulations. It was suggested to J. Hodge that an outline (example) of her thoughts on the formatting be provided to the group. J. Guszkowski will continue to cleanup sections 6 and 7. J. Hodge volunteered to tackle section 8.

8. **Correspondence:** An email from Richard Roberts, Attorney, regarding Implications for Municipal Flag Flying Policies was distributed to the commission.

9. **ZEO Report:** P. Zviagilas was not present.
10. **General Planning Discussion:**

   J. Guszkowski reported that the town has adopted the Affordable Housing plan and updated the commission on the state doing away with capping licenses per population with regard to Cannabis.

11. **Adjourn:** Motion made and seconded by J. Hodge/ P. Wray to adjourn, with no objection, S. Stephanski adjourned the meeting at 7:57 PM.

   Approved:

   ![Signature]

   Chairman/Authorized Signer

   Date: 8-10-2022