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HARWINTON ZONING COMMISSION MEETING

TUESDAY, NOVEMBER 13, 2012

TOWN HALL

7:00 P.M.

Present: Anne Marie Buonocore, Nancy LaGanga, Todd Ouellette, Don Truskauskas, Cory Iacino, Glenn Bradley, Robert Lavoie and Land Use Coordinator Polly Redmond

Absent: Kevin Ferrarotti as an alternate member though in audience representing the Harwinton Ambulance Association.

Also Present: First Selectman Michael Criss, Town Counsel Michael Rybak and Atty. Steve Byrne, Legal Counsel for the Harwinton Zoning Commission

REGULAR MEETING

1. OPEN MEETING – ESTABLISH QUORUM.

Acting Chair Anne Marie Buonocore called the meeting to order at 7:00 p.m. All regular members present are seated.

2. ELECTION OF OFFICERS.

Commissioner Cory Iacino nominates Commissioner Don Truskauskas for the position of Chairman.

Don Truskauskas seconded the nomination.

Commissioner Nancy LaGanga nominates Commissioner Anne Marie Buonocore for the position of Chairman. Anne Marie Buonocore declines.

Commissioner Anne Marie Buonocore nominates Commissioner Todd Ouellette for the position of Chairman.

Nancy LaGanga seconded the nomination.

A vote by the Commissioners is as follows: Cory Iacino and Don Truskauskas voting for Don Truskauskas and Anne Marie Buonocore, Nancy LaGanga and Todd Ouellette voting for Todd Ouellette. Todd Ouellette is now Chairman of the Zoning Commission.

Commissioner Nancy LaGanga nominates Commissioner Anne Marie Buonocore for the position of Secretary. Anne Marie Buonocore seconded the nomination. With no other nominations a vote by the Commissioners is as follows: Nancy LaGanga, Todd Ouellette and Anne Marie Buonocore voting for Anne Marie Buonocore. Don Truskauskas and Cory Iacino abstain from voting. Anne Marie Buonocore continues as Secretary of the Zoning Commission.

3. ADJOURN TO PUBLIC HEARING.

The Commission adjourns to the public hearing at 7:04 p.m.

PUBLIC HEARING - CONTINUED

1. OPEN HEARING – ESTABLISH QUORUM.

Chairman Todd Ouellette calls the hearing to order at 7:04 p.m. All regular members present are seated.

2. TOWN OF HARWINTON – APPLICATION FOR SPECIAL PERMIT TO CONSTRUCT A 5000 SQUARE FOOT BUILDING TO BE USED BY THE HARWINTON EMERGENCY OPERATIONS CENTER AND THE HARWINTON AMBULANCE ASSOCIATION, 166 BURLINGTON ROAD, ASSESSOR MAP D6-03-03.

*LUC Redmond sent Chairman Ouellette the recording of the 10-22-12 public hearing on this matter via email due to his absence at that meeting. A copy of that email is on file. The following is an Exhibit List prepared by Land Use Coordinator Polly Redmond for this public hearing (Exhibits A – V). Exhibits W – CC are collected during the public hearing. Each Zoning Commission member has received a copy as well as Town Counsel Michael Rybak and Steve Byrne, Legal Counsel for the Zoning Commission. Exhibit List will be updated to include all exhibits and will remain on file in the Land Use office.

EXHIBIT LIST

Applicant: Town of Harwinton

Permit Sought: To construct a 5000 square foot building to be used by
The Harwinton Emergency Operations Center and The Harwinton Ambulance Association.

Address: 166 Burlington Road, Assessors Map No. D6-03-03
1.121 acres located in a Country Residential Zone

- Exhibit A: Zoning Application with Fire Marshal approval on application and Premise attached written by Jason Emery, Chief, Harwinton Ambulance Association.
- Exhibit B: Soil and Erosion Control Permit.
- Exhibit C: Torrington Area Health District approval.
- Exhibit D: Department of Transportation Permit Review Comments.
- Exhibit E: Inland Wetlands and Watercourses approved application for construction– sign off by LUC Polly Redmond.
- Exhibit F: Soil Scientist report by George T. Malia, Jr. dated 10-3-12.
- Exhibit G: Site Plan by Brian E. Neff, Licensed Engineer, dated 7-24-12, revised 10-11-12.
- Exhibit H: Assessors Street Card for 166 Burlington Road.
- Exhibit I: Assessors Map showing location of 166 Burlington Road.
- Exhibit J: Legal notice published in the Republican American announcing the 10-22-12 Zoning public hearing.
- Exhibit K: 8-24 Referral from Harwinton Planning Commission dated 9-14-10 recommending acquisition of municipal property located at 166 Burlington Road for a new ambulance facility.
- Exhibit L: Email from Town Counsel Michael Rybak dated 9-24-12 forwarding copies of the Harwinton/Drake *Petroleum Purchase and Sale Agreement, Environmental Remediation Agreement, Escrow Agreement, "Side Letter" and Warranty Deed* to place in the Zoning file to show the Town's ownership interest in the property.
- Exhibit M: Letter to Town Counsel Michael Rybak dated 9-27-12 from LUC Polly Redmond requesting his legal opinion on this application.
- Exhibit N: Town Counsel Michael Rybak's reply to Exhibit M dated 9-27-12 to LUC Redmond stating his inability to represent the Harwinton Zoning Commission as he represents the Town of Harwinton in this matter.
- Exhibit O: Letter from Town Counsel Michael Rybak to First Selectman Michael Criss and Jason Emery, Chief, Harwinton Ambulance Association, Inc. dated 10-4-12 giving his historical and legal perspective on Harwinton Ordinance 55 and 56 as well as historical information on the incorporation of The Harwinton Ambulance Association, Inc.
- Exhibit P: Letter to Atty. Steven Byrne, Byrne & Byrne, LLC dated 10-15-12 from LUC Polly Redmond requesting him to act as legal counsel to the Harwinton Zoning Commission and attend the 10-22-12 Zoning Commission's public hearing.
- Exhibit Q: Board of Selectmen minutes of 8-18-10, Page 4, last paragraph, motion made that the Board of Selectmen approve purchase of property located at 166 Burlington Road for purchase and construction of an ambulance facility. IWWC minutes of 9-7-10, Item 5, informal discussion for construction of Ambulance Facility, 166 Burlington Road, Planning minutes of 9-8-10, Item 5, Planning Commission recommends acquisition of municipal property located at 166 Burlington Road for a new ambulance facility, IWWC minutes of 10-4-10, Item 5, application not submitted, informal discussion, IWWC Chairman states he sees no problem with any forthcoming application, Zoning minutes of 10-12-10, Item 4, informal discussion for construction of Ambulance Facility, 166 Burlington Road where Zoning Commission agreed they saw no problem with the location of the building, Town Meeting minutes of 10-11-11, vote taken on whether the

Town of Harwinton shall (A) purchase premises known as 166 Burlington Road, (B) approve construction of the Harwinton Emergency Medical Services (EMS) Facility on the property (C) authorize the First Selectman and Board of Selectmen to enter into contracts and (D) appropriate monies in grant funds received from the State of CT for such purposes. Approved by a vote of 527 to 308. IWWC minutes of 9-4-12, Item 8, identifying Land Use Coordinator sign off for demolition of the Citgo Gas Station, 166 Burlington Road. Zoning minutes of 9-24-12, Item 3, application for Special Permit for the construction of Ambulance Facility, 166 Burlington Road, accepted and set for public hearing on October 22, 2012.

Exhibit R: Special Meeting Notice for continued public hearing set for October 29, 2012.

Exhibit S: Notice dated November 5, 2012 from Zoning Commission to Harwinton Town Clerk Nancy Eldridge of the rescheduled date of the 10-29-12 Special Meeting cancelled due to Hurricane Sandy. Rescheduled date: "Next Regularly Scheduled Meeting on Tuesday, November 13, 2012 at 7:00 p.m."

Exhibit T: Legal Notice published in the Republican American announcing the rescheduled Public Hearing date of 11-13-12.

Exhibit U: Proof of Mailings giving notification of the Special Meeting set for 10-29-12 to neighbors within 200 feet of 166 Burlington Road.

Exhibit V: Atty. Steve Byrne's opinion letter dated 10-26-12 at the request of the Zoning Commission revised to 11-13-12.

At this time Chairman Ouellette notes that certified return receipt letters have been sent out to neighbors within 200 feet of the 166 Burlington Road property notifying them of the public hearing. This had not been done at the time the public hearing was first opened on October 22, 2012. Commissioner Don Truskauskas questions Atty. Byrne on the legality of notifying neighbors after the public hearing was opened. Atty. Byrne states that the public notices were published in the newspaper and noticing the neighbors of the continued hearing date is sufficient.

Proposed Site Plan prepared by Brian E. Neff, Licensed Engineer, 128 Bacon Road, Roxbury, CT 06783 and dated 7-24-12, revised 10-11-12 are reviewed.

Town Counsel Michael Rybak takes the floor and states that he is legal counsel for the applicant, The Town of Harwinton, as well as the Harwinton Ambulance Association (co-tenant). At this time he questions whether any Commissioner has expressed any opinions, pro or con, on this application prior to tonight, via emails, in conversations with others or in telephone conversations, outside of the public hearing proceedings. Each Commissioner should examine their activities in this regard so there is no prejudice or bias in this application. He states that he understands this was a highly contested matter up to the time of the referendum and notes that the referendum approved this project at a town meeting. From that time on, it became a Special Permit Zoning application and the law in Special Permits is if the terms of the regulations are met, if the requirements are satisfied for the Special Permit, the use itself has already been determined to be a permissible use of the town. We're not here to re-debate the merits of the purchase of the property or the project in this location. He asks that First Selectman Michael Criss speak on behalf of the Town. There are two parts of the application and he is here on the behalf of the fact that the town owns the property subject to the environmental remediation and escrow. The town is the applicant to build the building with grant funds extended by the State of CT to the Town of Harwinton and this will be the new location, if approved, of the Harwinton Emergency Operations Center for the town of Harwinton instead of being here at the Town Hall.

First Selectman Michael Criss takes the floor and states that the funding is complete for this project and the town has secured a \$60,000 insurance policy which the Ambulance Association has covered and paid to Philadelphia Insurance. Full ownership of the property will take place once the property is deemed clean by the town's LEP

(Licensed Environmental Professional), which is HRP Associates and Drake Petroleum Company's LEP which is CEA (Corporate Environmental Advisors, Inc.). Demolition has been completed today and the foundation will be removed tomorrow and soil sampling will begin with HRP present. Once the property is deemed clean the Town becomes the owner of the property and construction will begin. The Harwinton Ambulance Association is charged with sole ownership and responsibility to supply emergency services to the Town of Harwinton. The State of CT has recommended to the town to have an emergency operations center so not only will the Ambulance Facility be housed in this new building but the Emergency Operations Center will also take up residence there instead of in the Assembly Room of the Town Hall. First Selectman Criss reiterates that this building will be solely owned by the Town of Harwinton.

Kevin Ferrarotti, 17 Elizabeth Drive, Deputy Chief of Operations, Harwinton Ambulance Association, states that no one wants to see more money spent on a delay of this project. There is nothing presented in this application that is against the Zoning Regulations. With the construction of this building, the Ambulance will finally find a home after the 25 years his parents have been in emergency services and the 15 he has been involved, and will support the growth of the town and the organization, which has already seen a 40% increase in membership. The EOC will be housed in this proposed building as well and he agrees with First Selectman Criss' comment that setup and the communications aspect in the Assembly Room in the town hall as an emergency operations center was poor.

Atty. Steve Byrne takes the floor and refers to his opinion letter dated 11/13/12 (Exhibit V amended from his original 10/26/12 letter). The question the Zoning Commission had was whether the Ambulance Association would be a town use facility, which the Zoning Regulations do not define. He walks the Commission through how the courts and state legislature instructs how to define a town use. Town uses do not have to be something directly related to the town like town employees. Courts are quite clear that it is an organization that carries out a municipal function. He states that providing an ambulance service is a government function and it is the town who delegates how it is done, either through employees or contracting it out to a private entity. It is his opinion that this use falls under a town use. After review of Atty. Byrne's opinion letter, Commissioner Don Truskauskas requests that amendments be made to page 2 in the matter of the Town of Harwinton having a *vested interest* and is not yet owner of the property at this time and also to amend the statement that the fire stations are town owned, as they are not. Atty. Byrne agrees to do this. Commissioner Nancy LaGanga states that Atty. Byrnes opinion was very thorough and thanks him for his opinion. Commissioner Don Truskauskas also thanks him for a job well done.

Atty. Michael Rybak distributes to the Commissioners and for the record Exhibits W – CC that shows there have been similar situations in town have happened. Exhibit W is a copy of a 1976 Harwinton Zoning Map with the property at 166 Burlington Road marked with an X. Atty. Rybak gives the history of uses of the property. Exhibit W includes a copy of the 1976 Zoning Regulations showing that a one acre lot was all that was required at that time.

Exhibit X is a filed Subdivision Map #452 showing the proposed lot within the Morris Area Subdivision.

Exhibit Y are copies of two Zoning Maps showing two Special Uses. One being the West Side Volunteer Fire Department on Scoville Hill Road and the other being the Harwinton Volunteer Fire Department on Burlington Road, both located in residential zones that have received approvals from the Zoning Commission to make improvements upon.

Exhibit Z is a Memorandum of Decision dated April 13, 1982 (Vol 03, Pg 327) recorded in the land records for the Zoning Commission approval of the application by the Harwinton Volunteer Fire Department for a Special Exception to add an addition to the existing firehouse, which is a municipal building on an undersized lot, located on Burlington Road.

Exhibit Z includes the minutes of the April 12, 1982 Zoning meeting where this application was approved.

Exhibit AA is street cards for the Harwinton Volunteer Fire Department, 158 Burlington Road. All permits for outbuildings and additions being approved by the Harwinton Zoning Commission.

Exhibit BB is street cards for the Harwinton West Side Volunteer Fire Department, 199 Scoville Hill Road. All permits for outbuildings and additions being approved by the Harwinton Zoning Commission.

Exhibit CC is a street card for the Harwinton Recreational Fields that are owned by the Town of Harwinton and maintained by Harwinton Youth Sports Association.

Atty. Rybak states that Section 4.2 of the Harwinton Zoning Regulations allows for buildings and structures of the Town of Harwinton and we can agree that this is a building/structure of the Town of Harwinton and once remediation is certified, the legal title passes to the town and there is no undoing where the town is in the legal process at at this time. He notes that Atty. Byrne addressed what is a municipal use of the Town of Harwinton and that it doesn't have to be a town agency or department. It can be a non-profit that is providing a town service under contract with the town. He notes that he has added in the material he submitted with his opinion letter, under Exhibit O, the original Charter of the Ambulance. He states that the Charter shows that the Ambulance Association serves the Town of Harwinton, they hold the PSA certificate for the Town of Harwinton and they are the first responder for the Town of Harwinton. If they ever dissolve, their assets must, under their charter, come to the Town of Harwinton. Atty. Rybak notes that over the years, the town has bought ambulances, given the Ambulance Association financial aid and the town has recruited volunteers for them.

Atty. Rybak reviews **Exhibit W** which is a Zoning Map from 1976 because with Zoning in 1955, over the years Zoning has become more complicated with zone map changes and regulation changes. In 1976, this property, marked on the Zoning map, was the site of the Haas general store and gas station in the 1950s and then became part of Scasco. In the 1960s they put up the more modern building that is to now set to be demolished. These were permitted uses in this zone up until 1976. From that point on, it became a legally non-conforming use as a gas station. Also attached to Exhibit W is the chart for lot sizes from 1976 to show how the property can be a one acre lot in a two acre required zone making it a legal non-conforming lot. Atty. Rybak reviews the remaining Exhibits X – CC as noted above. He concludes by giving a history of the Ambulance and states his belief that this application ought to be approved. Before the referendum, the Ambulance Building Committee approached each Land Use Commission and asked whether this was an appropriate use. The answer they received, though informal, was "yes". Regardless that the membership of this Commission has changed, the rules are uniform. Atty. Rybak states that if the permit were not granted, the town would be in a fix and would either have to go to court or use State Statute 8-2 whereby this town, by a town meeting, can recuse itself from Zoning laws. Atty. Rybak expresses his hope that it doesn't get to that as it would be terrible to fight ourselves.

Chairman Ouellette opens the floor for public comment at this time.

Peter Brazaitis, 155 Woodchuck Lane states that as past Chairman of the Zoning Commission he has had the opportunity to read Atty. Byrne's letter and he believes this application should be approved.

Kevin Ferrarotti takes this time to thank Atty. Byrne and questions whether, in his opinion, there is any legal basis to deny this application. Atty. Byrne replies that the Harwinton Zoning Commission is governed by Section 9 Special Permits of the Zoning Regulations. He adds that with the Fire Department right next door it only makes sense to grant this application if the structure meets the setbacks of Section 5 and other Zoning Regulations as it is in keeping with the neighborhood and the Commission's decision should be based on the Zoning Regulations. Kevin Ferrarotti questions, if it is a suitable location and if the board decides to go against legal counsel opinion and a denial is made, would the board be subject to litigation? Atty. Byrne states that everything is subject to litigation but the board should really make their decision in such a way that is based on past practices and

past interpretation of the regulations. He suggests that the board follow their Zoning Regulations and find evidence in those regulations for their decision. Kevin Ferrarotti states that he would like it if the town were to not spend any further money on litigation and he feels that a delay in a decision tonight would be a step back in the direction of using tax payer money on something that, from what Atty. Rybak and Atty. Byrne both said, does not need to go any further. From the support Mr. Ferrarotti says he sees tonight by way of attendance, as well as the town referendum that was held, he reminds the commission that the majority of the town is behind this project

Janet Burritt, 31 Whetstone Road, submits a copy of HRP Associates report dated 2/8/07 and 2/27/08 (Exhibit DD) concerning environmental issues on the property.

Candace Crawford, 172 Clearview Avenue, questions whether environmental issues are part of Zoning's jurisdiction and regulations. Commissioner Don Truskauskas states that the Zoning Commission does look at soil and erosion control and also applications that involve hazardous materials. Commissioner Nancy LaGanga believes that Atty. Rybak's opening remarks addressed these concerns brought by Mrs. Burritt.

Atty. Rybak refers to Exhibit L, copies of the *Harwinton/Drake Petroleum Purchase and Sale Agreement*, *Environmental Remediation Agreement*, *Escrow Agreement*, "*Side Letter*" regarding environmental issues and *Warranty Deed*. He notes that this has been discussed many times before and that Drake must comply with environmental standards to remediate the property before its LEP can sign the certification. When that happens, our LEP also reviews and makes sure compliance is made. The property cannot change hands unless compliance is made. The HRP reports Mrs. Burritt referred to was the basis for the environmental agreement. Atty. Rybak states he has attached in one of his exhibits the points that HRP has raised that have to be addressed by Drake and that this project is being overseen by both LEPs.

Atty. Rybak states that Zoning Regulation Section 9.1.1a of the Harwinton Zoning Regulations discusses the General Standards of a Special Permit including "That the location, types, character and size of the use and of any building or other structure in connection therewith shall be in harmony with and conform to the appropriate and orderly development of the Town and neighborhood..." Atty. Rybak states that it should be agreed that an Ambulance/EOC Facility is in compatibility with the neighborhood. He adds that a landscape buffer will be provided to the neighbors to the north. Atty. Rybak continues with reference to Zoning Regulation Section 9.1.1b concerning adequate access, Section 9.1.1c concerning adequate streets to carry prospective traffic and access, Section 9.1.1d sufficient size of the lot to permit conduct of the proposed use and placement of buildings and Section 9.1.1e that calls for the property to be suitably landscaped to protect the neighborhood and adjacent property, which will be done. He states that these are the General Standards of the Harwinton Zoning Regulations and that this is not an application using hazardous materials which calls for standards under Section 9.2.

Commissioner Don Truskauskas, returning to discussion of the environmental issue, notes that though not relevant to Zoning, the town does have environmental insurance on the property.

Atty. Patrick Wall, 3 Whetstone Road, states he is familiar with Zoning laws in Harwinton and also within the CT State Statutes. He has read Atty. Steve Byrne's opinion letter which he believes speaks for itself. He warns that if the Commission denies this application, it is his belief that the decision will be reversed in court.

Atty. Rybak warns the Commission that if they intend to close the public hearing tonight, they should be certain there is nothing further they require as once the hearing is closed there is no opportunity to receive anything else for the record.

Atty. Byrne also warns the Commission that if any member has inside information or knowledge regarding this application, it should be expressed at this time.

Commissioner Nancy LaGanga states that she agrees with Atty. Patrick Wall's comments and expresses her desire to close the hearing after any questions the commissioners would like to ask.

Commissioner Don Truskauskas questions whether there would be washing of trucks in the bays and points to the site plan that mentions the reinforced concrete oil/water separator tank. Kevin Ferrarotti states that it would be nothing more major than what the town garage does. John Fredsall, Member of the Ambulance Building Committee states that there is a drain in the floor in order to meet DEEP requirements. The water from washing the trucks has to go somewhere and can't just go into the ground. He explains it would go into a tank that would be emptied out periodically. Commissioner Don Truskauskas questions if washing would take place inside the building or outside with Kevin Ferrarotti stating it would be set up accordingly and would be just like washing the floors. Commissioner Don Truskauskas requests that all soil reports received should be made part of the Land Use file with Atty. Rybak agreeing that all environmental reports can be submitted. Commissioner Don Truskauskas states that he would like to see no loitering outside of the building with Kevin Ferrarotti stating that during fundraising events there would be people outside. The people who would be there are members of the Ambulance Association but that it should be kept in mind that the building is more than just the Ambulance facility. Atty. Rybak notes that this property has been a full service gas station at one time and that this use being proposed is less intense.

William Rinko, Deputy Fire Chief, Harwinton Volunteer Fire Department, questions that in your own private house, how can you tell people not to go outside? He just wishes to say that Harwinton is very fortunate in having an abundance of emergency responding members. Following up on William Rinko's comments, Kevin Ferrarotti states that there are many people, some here tonight, who have spent many years volunteering for the Ambulance and this town is very lucky that there are those volunteers and that the town does not have to pay for services.

Commissioner Cory Iacino refers back to the washing of vehicles and questions whether it would be limited to washing only the emergency vehicles. Kevin Ferrarotti replies that yes, only emergency vehicles will be washed there.

Commissioner Nancy LaGanga **motioned** to close the public hearing at 8:07 p.m., seconded by Commissioner Don Truskauskas. Motion passed unanimously.

REGULAR MEETING

1. OPEN MEETING – ESTABLISH QUORUM.

Chairman Ouellette called the meeting to order at 8:07 p.m. All regular members present are seated.

2. APPROVE MINUTES OF PREVIOUS MEETING: 10/22/12

Commissioner Anne Marie Buonocore **motioned** to approve the minutes of 10/22/12, seconded by Commissioner Nancy LaGanga. Motion passed with A. Buonocore, N. LaGanga and D. Truskauskas voting. Chairman Ouellette refrains from vote due to his absence at the 10/22/12 meeting and Commissioner Cory Iacino was not a Zoning Commissioner at that time.

3. **DISCUSSION/POSSIBLE DECISION – TOWN OF HARWINTON - APPLICATION FOR SPECIAL PERMIT TO CONSTRUCT A 5000 SQUARE FOOT BUILDING TO BE USED BY THE HARWINTON EMERGENCY OPERATIONS CENTER AND THE HARWINTON AMBULANCE ASSOCIATION, 166 BURLINGTON ROAD, ASSESSOR MAP D6-03-03.**

Commissioner Don Truskauskas **motioned** to approve the application for Special Permit to construct a 5000 square foot building to be used by the Harwinton Emergency Operations Center and The Harwinton Ambulance Association with the condition that environmental soil reports be submitted for the file. The permit is granted for the reason that the Ambulance/Emergency Operations Facility is a perfect use for the town and fits the character of the community. Commissioner Nancy LaGanga seconded the motion and it passed unanimously.

Commissioner Cory Iacino refrains from voting. The Special Permit shall become effective upon the filing of a copy of the Memorandum of Decision and Site Plan in the office of the Town Clerk.

4. **GREG WASOKA – INFORMAL DISCUSSION – USE OF PROPERTY LOCATED AT 65 BURLINGTON ROAD.**

No one is present to represent.

5. **DISCUSSION – TOWN CENTER/BUSINESS ZONE.**

No discussion. Item will be placed on the next meeting agenda.

6. **COMPLAINTS/ENFORCEMENT ACTIONS.**

None.

7. **ANY OTHER BUSINESS.**

None.

8. **CORRESPONDENCE.**

Correspondence from Atty. Steve Byrne in the matter of Lucas v HZC is received.

9. **INVOICES.**

Two invoices from Atty. Steve Byrne are received. Invoice in the amount of \$150.00 in the matter of Lucas v HZC and invoice in the amount of \$2025.00 in the matter of the Ambulance. Commissioner Anne Marie Buonocore **motioned** to approve both invoices, seconded by Commissioner Nancy LaGanga. Motion passed unanimously.

10. **ADJOURN.**

Commissioner Anne Marie Buonocore **motioned** to adjourn the meeting at 8:20 p.m., seconded by Commissioner Cory Iacino. Motion passed unanimously.

Respectfully submitted,

Polly Redmond
Land Use Coordinator

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TOWN CLERK