

TOWN OF WESTERLY
COMPREHENSIVE PLAN CITIZENS' ADVISORY COMMITTEE

Regular Meeting – October 4, 2017 – 5:00 p.m.
Assessment Department Hallway – Town Hall – 45 Broad Street

A. 5:01 P.M. CALL TO ORDER

Members Present: Gail Mallard, Chair
Joseph MacAndrew, Vice Chair
Faith Bessette-Zito
Stuart Blackburn
James J. Federico, III

Members Absent: Gina T. Fuller
Nancy Richmond

Liaisons Present: Catherine DeNoia, Planning Board (entered 5:08p.m.)

Staff Present: Benjamin Delaney, Planning Associate

B. 5:01 P.M. APPROVAL OF MINUTES

Motion by Mr. MacAndrew, seconded by Ms. Bessette-Zito, to approve the minutes of September 20, 2017. The motion **CARRIED** by unanimous vote.

C. 5:01 P.M. DISCUSSION – FUTURE MEETINGS

1. October 5, 2017 Joint Meeting with Planning Board

Ms. Mallard noted a meeting agenda had been posted for the committee in the event a quorum would be present at the joint meeting with the Planning Board and overviewed a draft memorandum she had prepared to report on the committee's progress at the meeting.

Mr. MacAndrew stated for Mr. Federico he would note for the Planning Board the committee was delayed in its review due to the committee originally not being able to elect officers.

Mr. Delaney stated for Mr. MacAndrew the Town continued to be in contact with Mason & Associates, Inc. regarding the development and completion of the draft Comprehensive Plan.

D. 5:18 P.M. DISCUSSION – DRAFT PRIMARY REPORT AND APPENDICES

Implementation Plan – Transportation Assets

The committee was in consensus to revise the second policy as "Promote and enhance access to and use of..."

The committee was in consensus to assign the action "Work with state... the railroad station." the Town Council, Town Manager, Director of Development Services and Economic Development Specialist as responsible parties and a short-term and ongoing time-length. No additional resources were determined to be required, assuming the Economic Development Specialist is established.

The committee was in consensus to assign the action "Work with Amtrak... current Amtrak service." the Town Council, Town Manager, Director of Development Services and Economic Development Specialist as responsible parties and a short-term and ongoing time-length. No additional resources were determined to be required, assuming the Economic Development Specialist is established.

The committee was in consensus to assign the action "Develop and implement... potential future intensification." the Town Manager, Economic Development Specialist and Economic Development Commission as responsible parties and a short-term and ongoing time-length.

The committee was in consensus to revise the action “To the extent... of the airport.” as “Work with FAA, RIAC and elected State officials to prevent intensification of the use of the airport.” and assign the action the Town Council as the responsible party.

The committee was in consensus to assign the action “Work with RI,... service in Westerly” the Town Council, Town Manager, Director of Development Services and Economic Development Specialist as responsible parties and a medium-term time-length. No additional resources were determined to be required, assuming the Economic Development Specialist is established.

The committee was in consensus to assign the action “Adopt an Airport... of the airport.” the Planning Office, Zoning Office, Planning Board, Zoning Board of Review and Town Council as responsible parties and a short-term time-length.

The committee was in consensus to revise the action “Implement the Downtown and River Center...” as “Establish an off-street parking lot on Canal Street.” and relocate discussion of a kayak launch site to the goal associated with recreation.

Implementation Plan – Community Wide Services

The committee was in consensus to assign the action “Support the delivery... enhance town services.” the Town Manager, Town Council and Human Resources Department as responsible parties and \$20,000 annually in ongoing funding.

The committee was in consensus to assign the action “Continue to explore... within the community.” the Information Technology Department, Town Manager and Economic Development Specialist as responsible parties. No additional resources were determined to be required, assuming the Economic Development Specialist is established.

The committee was in consensus to assign the action “Complete a comprehensive... highest-priority needs.” the Town Manager, Board of Finance and Town Council as responsible parties and an ongoing time-length. No additional resources were determined to be required.

The committee was in consensus to eliminate the action “Coordinate and consolidate... economic of scale.”

The committee was in consensus to revise the action “Hold an annual... be working elsewhere.” as “Review progress annually in improving student performance and actions underway in... be working elsewhere.” And assign the School Committee and Superintendent of Schools as responsible parties. No additional resources were determined to be required.

The committee was in consensus to assign the action “Ensure that public... opportunities are available.” the Recycling Coordinate as responsible party and an ongoing time-length. No additional resources were determined to be required.

The committee was in consensus to assign the action “Achieve 35 percent... residents, and businesses.” the Solid Waste Division as responsible party and a medium-term time-length.

Implementation Plan – Infrastructure

The committee was in consensus to revise the third policy as “Consider investment in...”

The committee was in consensus to revise the fourth policy as “Match infrastructural demands... for which the new development or redevelopment’s financing is certain.”

The committee was in consensus to revise the fifth policy as “Maintain, update or replace stormwater drainage, treatment and conveyance systems with priority given to those exceeding 50 years since installation.”

The committee was in consensus to revise the action “Ensure the town’s... on annual basis” as “

Ensure the town's... supported by testing sewer lines on an annual basis." The action was assigned the Town Manager, Utilities Division and Engineering Division as responsible parties and an ongoing time-length.

The committee was in consensus to revise the action "Recognize that the... of current capacity." as "Recognize that the... a finite capacity and prioritize any... of current capacity." The action was assigned the Planning Office, the Engineering Division, the Planning Board, the Zoning Office and the Town Manager as responsible parties. No additional resources were determined to be required.

The committee was in consensus to establish an action "Pursue all available state and federal funding to improve the wastewater treatment system." The action was assigned the Engineering Division, Town Manager and Grant Coordinator as responsible parties.

The committee was in consensus to assign the action "Review and revise... GeoInsight Hydrology reports." the Planning Office, Zoning Board of Review, Zoning Office and Planning Board as responsible parties and 35 work hours to accomplish.

The committee was in consensus to assign the action "Develop and implement... from nearby areas." the Utilities Division as the responsible party.

The committee was in consensus to assign the action "Review the adequacy... take appropriate actions." The Utilities Division as the responsible party.

The committee was in consensus to assign the action "Support the continued... and water services." the Information Technology Department as responsible party and a short-term time-length. No additional resources were determined to be required.

The committee was in consensus to eliminate the actions "Develop a plan... and environmental resources," "Study and develop...on Westerly's on infrastructure," and "Adopt a recycling... goals for municipalities." as the intent of the actions were determined to be fulfilled in other actions.

The committee was in consensus to assign the action "Continue annual mailings... improve water quality." the Utilities Division as the responsible party and an ongoing time-length. No additional resources were determined to be required.

The committee was in consensus to assign the action "Undertake a study... to increase capacity" the Utilities Division and Engineering Division as responsible parties, a medium-term time-length and approximately 40 work hours to accomplish.

The committee was in consensus to revise the action "Work towards the... new impervious surfaces." as "Work towards the... pavement, such as parking lots, and revise... surfaces in new developments and redevelopments." The action was assigned the Zoning Office, Planning Office, Planning Board and Town Council as responsible parties and a short-term and ongoing time-length. No additional resources were determined to be required.

E. 6:57 P.M. PUBLIC COMMENT

None

F. 6:57 P.M. ADJOURNMENT

Motion by Mr. MacAndrew, seconded by Ms. Bessette-Zito, to adjourn. The motion **CARRIED** by unanimous vote.

Minutes for the October 4, 2017 meeting submitted by:



Benjamin Delaney, Planning Associate: