



**COMMISSION ON THE USE OF PUBLICLY OWNED PROPERTIES  
(CUPOP)**

**Meeting Minutes**

**Monday, June 27, 2022 at 5:30 pm via Webex**

**YouTube Meeting Video:** <https://youtu.be/8OvVeWr-FY4>

**Present:**

**CUPOP Members:** Nicole Donzello-Chair, Patti McKeon-Secretary, Lor Ferrante Fernandes, Leslie Lyons,

**Liaisons:** Deputy First Selectman Sheila McCreven, Chairman Tim Austin- Conservation Commission

1. The meeting was called to order at 5:31 pm.
2. **May Minutes:** Lor Ferrante Fernandes motioned to approve the minutes; Patti McKeon seconded. Motion passed unanimously.  
**Vote: Yes** - Nicole Donzello, Leslie Lyons, Patti McKeon, Lor Ferrante Fernandes
3. **Conservation Commission Updates:** Chairman Tim Austin reported on the following.

The Merritt Avenue subdivision has cleared IWA and moved to TPZ for review on July 5.

A new subdivision located at 356 Rimmon Road was submitted to IWA. The parcel is approximately 25 acres with about 8.2 acres specified as open space. The developer wanted to introduce the plan to IWA, but specific discussion will pick up when the developer is ready.

Regarding the 20<sup>th</sup> anniversary of having the Greenway certified by the State, the Conservation Commission will focus its time on updating and enhancing the Greenway's description and plan.

4. **Board of Selectmen (BOS) Updates:** Deputy First Selectman Sheila McCreven reported.

The BOS gave permission to a Girl Scout Troop to put a little free lending library at the Fitzgerald Tract. It will be located near the parking lot entrance and will likely be installed this fall.

The BOS Strategic Plan Subcommittee continues work on the Strategic Plan with focus on developing tactics to achieve plan goals within the next 18 months. Enhancing publicly

owned property used for passive and active recreation is one focal point with the possibility of allocating a portion of federal money due to Woodbridge (ARPA and ESSRII) to enhance outdoor public areas.

The draft Strategic Plan may be viewed on the Board of Selectmen's page on the Town's website: <https://www.woodbridgect.org/496/Current-Issues-Projects>

5. **CUPOP Chair Update:** Chair Donzello reported on the items below.

**Housing Opportunity Study Committee:** The Affordable Housing Plan was presented to the BOS at their May meeting. The BOS approved and adopted the plan that can be readily updated as needed. The plan was submitted to the State by the June 1 deadline. Woodbridge was one of about half of the CT municipalities to submit its Town's plan to the State by the deadline.

**CUPOP Member Vacancies:** Vacancies continue to be addressed with a meeting scheduled to take place this week.

**CUPOP Projects/Actions Items:** Relating to discussions at May's meeting, the status of the CUPOP projects are highlighted below.

- **ADA Accessibility Review of Town Properties** (buildings, fields & recreation areas): The potential of collaborating with the Ad Hoc DEI Committee to ensure all town properties are accessible by all was discussed with Jerry Weiner (Town Attorney). As no issues were identified, this project will be included in CUPOP's project list. As a DEI member, Lor Ferrante Fernandes will bring forward the project and the potential collaboration efforts with DEI members at their next meeting later this week. Patti offered to assist with this project.

- **List of Publicly Owned Properties** (update to the existing 2014 list): A request was made to the Assessor's Office for a list to update the 2014 list based on the existing property classifications.

Tim Austin suggested to include properties with easements as a new category to the existing list. He explained that while working on the Greenway update such easements were uncovered near trails. Since confirming easements requires going through land record, he felt it would make sense to identify easements by conferring with individual who may have this knowledge. The concern is that this information could "get lost" over time if not documented. Discussions took place resulting in a two-prong approach to help record easements; the Conservation Commission will pass along to CUPOP a list of properties with easements, when uncovered during their trail updates for the Greenway project, and CUPOP will attempt to identify easements by identifying and conferring with people who may have easement knowledge.

- **Littering Cleanup and Public Awareness:**

Resident Kathy Barkin was contacted because of her involvement and experience with Rid Litter Day. Kathy was most agreeable to assist CUPOP with identifying areas in need of litter cleanup and assisting with the launch of more frequent litter cleanup days using community-minded student volunteers from the High School as well as interested residents. The idea is to begin bimonthly cleanup days starting in September.

- **Partnering with Trail Master** (to remove litter and Japanese barberry):  
Awaiting to hear back from Andy Danzig. He was emailed about collaborating with CUPOP.

- **Energy and Sustainability Standards:**

It was agreed that standards should be in place. The need to revive residential programs was mentioned. Following discussion, the consensus leaned toward the possibility of a special committee being developed noting that the exact project needs to be defined before moving it forward. Lor and Leslie expressed interest in being a part of the committee should one be created.

- **Air Quality Notifications:**

Air Quality Notification on public properties was discussed with Jerry Weiner (Town Attorney). He was going to research the issue further, but for now, he did not have an objection with on site postings. Follow up with the Department of Public Works and the Recreations Department will take place.

It was noted that a walk-through of public properties will take place to assess needs for accessibility, mechanism for weather postings, and invasives.

6. **Ad Hoc Diversity, Equity & Inclusion (DEI) Committee Update:** Lor Ferrante Fernandes reported that DEI is in the planning stages for another Woodbridge Like Me Day.

7. **Dog Park Update:** Leslie Lyons reported:

- the Dog Park is in its third year of operation and doing well.
- the install of the water line for potable water for dogs and visitor went as planned.
- June in membership renewal month for the dog park. Resident donations are encouraged and welcome.

8. **Next Meetings:** Monday, August 22, 2022 via Webex.

9. Meeting was adjourned at 6:50 pm.

Respectively submitted: *Toni Belenski*