



**COMMISSION ON THE USE OF PUBLICLY OWNED PROPERTIES
(CUPOP)
Meeting Minutes
Monday, August 28, 2023 at 6 pm
Town Hall Central Meeting Room – 11 Meetinghouse Lane**

Present:

CUPOP Members: Nicole Donzello-Chair, Patti McKeon-Secretary, Alison Valsamis,
and Javier Aviles

Ex Officio Members: Chair Tim Austin, Conservation Commission and Chair Robert Klee, TPZ

1. The meeting was called to order at 6:00 pm.

2. **June 26 Special Meeting Minutes:**

Motion: Alison Valsamis motioned to approve the minutes.

Javier Aviles seconded. Motion passed unanimously.

Vote: Yes - Nicole Donzello, Patti McKeon, Alison Valsamis, Javier Aviles

3. **Ex Officio Members Reports:**

Chair Robert Klee noted that TPZ did not meet in August. Upcoming September TPZ Public Hearings include:

- Signage for the Toll Brothers' Bradley Road Development
- Cannabis Regulations

Chair Tim Austin noted that the Conservation Commission did not meet in August and that there was nothing new to report.

4. **Chair Report & Update:** Relating to the review of 2023 Publicly Owned Properties List for usage considerations at upcoming CUPOP meetings, Chair Nicole Donzello noted discussion of the former Country Club of Woodbridge (CCW) property will be slotted for later this year—possibly November timeframe. This timeline was shared at the recent Housing Committee meeting that Chair Donzello was invited to attend. While the Housing Committee submitted usage recommendations to CUPOP for consideration in advance of the noted timeframe, CUPOP's review of the proposed recommendation will be deferred to later this year.

5. CUPOP Process & Procedure Review & Preparation for BOS Presentation:

The 2023 Publicly Owned Property List now resides on the CUPOP page on the Town website. From this 2023 list, about 44 properties are a Category 3 classification (the use of which are not under the direction of existing commissions or agencies). Focus on these properties will be the next phase of CUPOP's attention.

In terms of process:

- Category 3 properties will be reviewed at future CUPOP meetings. Designated properties will be reviewed at each meeting until all properties are reviewed.
 - Commissions, committees, other agencies along with the public will be invited to weigh in on usage recommendations and offer relevant feedback.
 - From pertinent information gathered at the property review meetings, CUPOP will prepare concise factual information and potential property recommendations for presentation to the Board of Selectmen.
 - Because single family home restrictions exist on four Category 3 properties, the properties below will be the first group to be reviewed:
 - * 38 Milan Road (1.39 acres)
 - * 1, 5, & 9 Brookwood Drive (1.41, 1.41, & 1.83 acres respectively)
- The required actions for each property include:
- *Restriction clarification to define specific restriction language
 - *Identify property wetlands via GIS Maps
 - *Determine if "unbuildable" property types exist
 - *Site visits

The 44 Category 3 properties that exist on the 2023 Publicly Owned Properties List will be highlighted for the Board of Selectmen at the October BOS meeting. A list along with a visual will be used to summarize the properties under review by CUPOP.

7. No public comment.

8. **Next Regular Meeting:** Tuesday, September 26, 2023

9. The meeting adjourned at 7:03 pm.

Respectfully submitted: *Toni Belenski*