

**TOWN OF GRANBY
GRANBY CENTER ADVISORY COMMITTEE
TOWN HALL MEETING ROOM
MEETING MINUTES
JANUARY 31, 2024**

PRESENT: Mark Fiorentino, Meg Jabaily, Abby Kenyon, Eric Myers, John Oates via Zoom, Martin Schwager

GUESTS: Bill Ross; Sharon Vairo, Preservation CT

1. CALL TO ORDER

M. Fiorentino called the meeting to order at 7:00 p.m.

2. ACTION ON THE MINUTES OF NOVEMBER 29, 2023

ON A MOTION By J. Oates, seconded by E. Myers, the committee voted unanimously to approve the minutes of November 29, 2023 as presented.

3. PRESENTATION FROM PRESERVATION CONNECTICUT REGARDING LOCAL HISTORIC DISTRICTS

M. Fiorentino introduced Bill Ross who lives in the center area and Mr. Ross introduced Stacey Vairo of Preservation Connecticut. Ms. Vairo briefly explained what a Local Historic District is and what distinguishes it from both the State and National Register of Historic Places. She noted the purpose is to promote preservation and reviewed the process involved in establishing a Local Historic District:

- A Study Report is submitted to the Department of Economic & Community Development, State Historic Preservation Office, and the local Planning & Zoning Commission.
- A public hearing is held.
- Property owners within the proposed district vote. A two-thirds vote is needed for approval.
- If vote passes, it will then go to the Legislative Body to vote.
- If approved, a Historic District Commission will be established (responsibilities include Rules of Procedure, Regulations, and an Annual Report).

It was noted a Certificate of Appropriateness is needed for any building or structure changes/updates that are visible from a public way.

B. Ross stated there is a lot of valuable information on the organization's website: preservationct.org. M. Fiorentino encouraged committee members to view the website and B. Ross and neighbors in the area to view the standards that would be used to develop design review guidelines.

4. DISCUSS THE "WHY THE STUDY IS BEING DONE."

A. Kenyon was asked to review the statements previously submitted by the committee members and consolidate everything into one "Why" statement. After a brief discussion, the committee agreed upon the following statement:

To provide a framework that supports an inviting, connected, healthy, vibrant, and resilient Town Center for its businesses, residents, and visitors as discussed in the 2016 Plan of Conservation and Development.

5. DISCUSS DRAFT ACTION STEPS AND TIMELINE

The Committee reviewed a document provided by M. Jabaily outlining proposed action steps and timeline as follows:

1. Adopt a concise “Why Are we Here” statement consistent with the Committee’s charge/scope of work for use in gathering citizen input on a vision.
M. Fiorentino noted the “why” was decided earlier in the meeting.
2. Gather citizen input on a vision. The vision should guide the Committee in accomplishing its tasks as stated in the “Why are we here” statement.
Timeline: a) Identify process, stakeholders and schedule for obtaining input: February committee meeting. b) Gather input: March/April
3. Develop list of components of a master plan to implement the Vision. What did we hear from the community? Timeline: April Committee meeting.
4. Engage a consultant to develop the master plan. Timeline: Conduct RFQ: May. Kick off consultant work: June. Consultant complete draft master plan: September 1.
5. Obtain citizen input on draft master plan. Timeline: September.
6. Adopt master plan (responsive to the “Why are we Here?”). Timeline: October/November.

At the next meeting, a discussion will be held regarding the timeline, the process, stakeholders to engage, and the schedule for gathering input.

ON A MOTION By E. Myers, seconded by M. Jabaily, the committee voted unanimously to adopt the timeline as presented.

6. ACTION ITEMS FOR NEXT MEETING – What should the process be for obtaining input, who should be invited, who are ‘stakeholders,’ should there be one meeting or a series of separate meetings? Committee members should submit their thoughts to A. Kenyon by February 16th.

7. SET THE NEXT MEETING DATE: February 28, 2024 at 7:00 p.m.

8. PUBLIC SESSION: No public comment

9. ADJOURN

ON A MOTION By E. Myers, seconded by M. Schwager, the committee voted unanimously to adjourn at 7:58 p.m.

Respectfully submitted,

Kathy Kane
Recording Secretary