



**CITY OF TORRINGTON
CONSERVATION COMMISSION
Meeting Minutes
September 12, 2019 Regular Meeting**

1. Call to Order: 6:30 pm, Land Use Office, Room 324, 140 Main Street, Torrington, CT.
2. Roll Call & Announcements: Members: Tomasz Kalinowski, Christine Altman, Jim Fedorich, Dan McGuinness & staff Jeremy Leifert
3. Minutes: August 8, 2019

Motion to accept the minutes of the August 8, 2019 meeting as presented was made by T. Kalinowski and seconded by D. McGuinness. Motion passed unanimously.

4. New Business:
 - a. “Clean Up The World” event final planning – J. Leifert presented information on the event, to be held on Saturday, September 21 and the commission discussed remaining items to be completed.
 - distribution of flyer announcing the event at locations throughout the city and at city hall
 - posting of the event on city social media pages and distribution of a press release to newspapers and radio stations
 - posting of signs around the city for the event
 - Commissioner Fedorich to ask Dunkin Donuts about breakfast food/coffee donations; other commissioners to inquire about lunch donation
 - J. Leifert to get an inventory of gloves/trash bags to see if more are needed and report back
 - discussion on possible volunteer groups and individuals to contact
 - b. 205 Spencer Road Inland Wetlands application comments – J. Leifert gave background on the application and described the location of the conservation easements on the property. A draft memo to the Inland Wetlands Commission was reviewed and discussion ensued.

Motion to accept the draft memo as presented and submit to the Torrington Inland Wetlands Commission made by J. Fedorich and seconded by T. Kalinowski. Motion passed unanimously.

5. Old Business:
 - a. Continued discussion of Open Space Parcel Inventory planning – discussion took place on scheduling and procedure for parcel inventories. J. Leifert will share an online calendar that all members can use to schedule and sign up for specific dates and locations for property walks and data collection. Reviews will tentatively start the week of September 23rd. Members agreed that staff would send out notification form letters to abutting property owners before visits are scheduled.
 - b. Open space encroachment discussion – J. Leifert spoke with Corporation Counsel, and agreed that we could send notice letters out to any encroaching property owner. Staff would have to consult with Counsel and the Commission on a course of action if abutting property owners contest a boundary or continue encroachments.

6. Communications:

- a. *Connecticut Wildlife* – May/June Issue – not discussed, will remain on next agenda

Adjournment: **Motion to adjourn the meeting made by J. Fedorich and seconded by D. McGuinness. Motion passed unanimously.** Meeting adjourned at 7:06 PM.

Jeremy Leifert, Asst. City Planner
Staff to Conservation Commission