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TOWN OF WILTON

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TOWN OF WILTON  
Town Hall Annex  
238 Danbury Road  
Wilton, Connecticut 06897

**Village District Consultant Committee Meeting Minutes \***  
**Tuesday, August 21, 2018**

**PRESENT:** Megan LaBant Abrahamsen, John Doyle, Sam Gardner, and Rob Sanders

**ABSENT:** Laura Noble Perese, Kevin Quinlan (notified intended absences)

**OTHERS**

**PRESENT:** Robert Nerney, Town Planner; Peter Gelderman, Town Counsel; Lorraine Russo, Recording Secretary; and a member of the press

The meeting was called to order at 3 P.M.

Mr. Nerney explained that there were no active applications to review at this time, noting that the previously submitted Wilton Heights special permit application was expected to be withdrawn (due to an Inland Wetlands noticing deficiency) and resubmitted in the near future. He referenced materials that were recently mailed to all Village District Consultant Committee (VDCC) members, including copies of CT enabling legislation and Village District zoning regulations. He briefly reviewed the origins of the VDCC.

Mr. Nerney explained that while the VDCC acts only in an advisory capacity to the Planning and Zoning Commission (PZC), the Committee does have "teeth" in that its recommendations can form the basis for a denial by the PZC.

Mr. Nerney addressed the issue of Town email accounts, noting that all Town commissioners, board members, and committee members are provided Town email accounts to be used solely for the purpose of Town business. He explained that the genesis of this decision results from legal considerations and advice from Town Counsel so that any potential future discovery requests would avoid overlap between members' personal matters and matters relating to the Town.

**\*MINUTES HAVE NOT BEEN REVIEWED BY THIS COMMISSION AND MAY BE SUBJECT TO  
REVISION IN FUTURE MINUTES. FULL AUDIO RECORDING OF MEETING IS  
AVAILABLE AT: [www.wiltonct.org/tv/index.html](http://www.wiltonct.org/tv/index.html)**

Addressing the issue of scheduling of meetings, it was the consensus of the members to schedule a once per year regular meeting, with special meetings to be scheduled on an as-needed basis.

Attorney Gelderman provided FOIA guidance and distributed handouts relating to same. He stated that the VDCC is a public agency and is thus under the jurisdiction of FOIA regulations. He explained what constitutes and doesn't constitute a meeting; legal noticing requirements; filing of agendas; the fine distinctions between speaking as an individual versus as a VDCC member; emails as public documents; filing of minutes, etc.

Members discussed setting up specific ground rules for meetings going forward, considering both the positives and negatives of such an approach, understanding that it could result in a loss of flexibility which members felt could be a significant negative. They discussed the possibility of conducting pre-application reviews which they felt could provide applicants with a greater degree of guidance earlier on in the planning process and potentially provide financial savings for applicants as well. Mr. Gelderman discussed when it is appropriate to call upon the VDCC for guidance; in particular he explained that the Town Planner could reach out to the Committee directly if a particular matter/proposal does not require PZC oversight/approval.

Ms. Abrahamson left the meeting at 4:15 PM.

Discussion ensued regarding the value of a Master Plan and the role that the VDCC could potentially play in such an endeavor.

It was the consensus of the remaining members to schedule another meeting in early September to cover the matter of Officer Elections and to continue an elements-of-style type discussion and work session. The Committee also felt that an informal advisory type meeting with Wilton Heights (300 Danbury Road), prior to the applicant's refiling, might be helpful if the applicant so wishes.

The meeting was adjourned at approximately 4:25 PM.