East Haddam Planning and Zoning Commission
Land Use Office

Regular Meeting Minutes
November 25, 2025

1. CALL TO ORDER: Chairman Brownell called the meeting to order at 7:15 pm.

2. COMMISSIONERS PRESENT: Crary Brownell (Chairman), James Curtin (Vice Chairman), Richard Pettinelli (Secretary), Bernard Gillis, Debbie Langdon , Susan Kinsman, D. Duncan Orr, Eric Chamberland

   COMMISSION MEMBERS ABSENT: Maureen Pierson, Gary Turenne

   OTHERS PRESENT: Jim Ventres, Herny Almonte, Josh Eannotti, Howard Pfrommer, Todd Gelston

   Mr. Brownell appointed Mr. Orr to a voting member due to Ms. Pierson's absence.

3. MINUTES - The November 28, 2025 minutes were accepted as amended.

   Add to the fourth page an attribute to Ms. Langdon regarding the the question related to camouflaging the cell phone tower.

   Mr. Brownell instructed the minutes to be filed as amended.

4. BILLS

   $60 Halloran & Sage for discussion about zoning regulations

   A motion was made by Mr. Curtin to pay the bill as presented. Seconded by Mr. Pettinelli and unanimously approved.

5. HOME OCCUPATION APPLICATION
   A. Application PZC-25-18 27 Lake Shore Dr. (Property Location), Esther Miller (Property Owner). Map 071, Lot 022. Work at home Administrative Services.

      Mr. Ventres outlined the application which requires a home occupation approval before the property owner can open a DBA bank account.

      A motion to approve the application was made by Mr. Pettinelli for Application PZC-25-18 27 Lake Shore Dr. (Property Location), Esther Miller (Property Owner). Map 071, Lot022. Work at home Administrative Services. Seconded by Ms. Kinsman and unanimously approved.

      Motion by Mr. Pettinelli to change the order of the meeting. Seconded by Mr. Curtin and unanimously approved.

6. LAND USE ADMINISTRATOR REPORT

Mr. Ventres has a new administrative assistant, Enerida Ademi, who will be providing notifications on the meetings in the future. The next meeting is Dec. 9 and has the Public Hearing on the former Cumberland Farms property. There is no 2nd meeting in December.
Mr. Ventres is working on getting information together on the East Haddam Town Street multi-use trail and will get that on the agenda at an upcoming meeting.

7. DISCUSSION

A. Moodus Master Plan - Regulation Review

Mr. Ventres provided information to the new members and Ms. Langdon also provided materials that Mr. Ventres will send out as well. Mr. Brownell asked the new members to read the materials as there will be discussion on this topic at future meetings.

B. Town of East Haddam Reconstruct culverts on Beebe Road. Scenic Road

Mr. Eannotti, from Nathan L. Jacobson and Associates, provided an overview of the project. IWWC approved the project recently. Beebe Road is a scenic rural gravel road. He reviewed the plans and outlined the wetlands, the boulders, the corrugated pipe, and how the roadway varies in this section of roadway. He noted the water surface elevation is typically close to the road. He showed 150 feet of roadway reconstructed with the project. He walked through the plan and the proposed culvert changes. The new culver design consists of a 6.5-foot rise with a 14 foot span and will have 1 foot of natural brook bottom materials at the bottom. He outlined that there will be guardrails installed using the Merritt Parkway style guardrails. Rip rap will protect the sides. He noted the existing alignment and right of way will remain as is, and walked through a number of cross-section roadway profiles. He reviewed the erosion and sedimentation control plan, including the use of a cofferdam so the construction can occur in dry conditions. There is a pump discharge location outlined on the map. Silt fencing will be used as will a containment boom. Due to the materials in the brook bottom, the cofferdam will be cut down 1 foot below the grade of the brook bottom and then covered with 1 foot of natural brook bottom materials. This will ensure the fines are not disturbed. He reviewed the easements in place. There is a detour plan that will be put into place for emergency vehicles and school buses. He also walked through the exclusionary fencing to keep wildlife out during construction. There is an environmental impact plan that was also completed and reviewed. The CT DOT was consulted on the project, and they provided information on the roadway width; the lowest they recommend is 20 feet. IWWC asked this application be reviewed with P&Z related to the width of the road. The culvert was designed for a 100-year storm.

Mr. Ventres read into the record the IWWC letter to the P&Z, noting the conditions of the approval and asking that P&Z review the width of the road. In response to questions related to the width of the road, Mr. Ventres provided several historical measurements as reference: The road width at this bridge area in 1997 in 3 sections was 15 feet, 17 feet, and 15 feet, the same section in 2018 was 19 feet, 21 feet and 21 feet at the same sections. He also reviewed the ordinance on scenic road width be no wider than 20 feet.

Discussion ensued related to the size of the roads, along with the fact that guardrails are now being installed, which are not in existence today. Mr. Pettinelli notes that CT DOT engineers and our engineers recommend 20-foot road width. If anything less is done it would leave the town liable if there was an accident.

The construction is slated to take 3 to 4 months and has a budget of $1.4M.
The new culvert has to be designed to last 20 years and Mr. Pfrommer, also from Nathan L. Jacobson and Associates, noted it will last 20 years and many, many more years given its construction and materials use.

Mr. Gelston asked about flow capacity to which Mr. Eannotti walked through the design and the water surface elevation in contrast to the new culver size.
Mr. Gelston and Mr. Pfrommer discussed the ability for the culvert to handle vast different weights of vehicles. The bridge will be able to carry all state permitted loads. Mr. Pfrommer will send Mr. Gelston the report on the load specifications.
Mr. Gelston asked about beaver activity and Mr. Eannotti noted that there was discussion with IWWC about the beaver activity. Mr. Ventres noted that the beaver deceivers, which installed properly, work very well.

Ms. Kinsman asked for clarification of the cofferdam and if leaving that in place causing any issues. Mr. Eannotti noted there is not be any impact given it is being cut 1 foot down below grade.

A motion by Mr. Pettinelli to approve the culvert design for the Town of East Haddam Reconstruct culverts on Beebe Road. Scenic Road. Seconded by Mr. Gillis and unanimously approved.

C. Required classes for Land Use Officials

Mr. Ventres provided an overview of the classes that new members have to take. There is a package of materials that they can pick up to get information on P&Z. He outlined the timing of when members need to take the classes. They have been online since Covid.
Mr. Brownell noted there is a FOI class being held in December, which is not required but is an excellent class to take.

8. ADJOURNMENT

A motion was made by Mr. Pettinelli to adjourn at 8:05pm. The motion was seconded by Mr. Curtin and unanimously approved.

Respectfully submitted,
Shannon A. Goyette
Recording Secretary