

Town of Plymouth
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Steering Committee
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TOWN CLERK

The Plan and Conservation Development Steering Committee Minutes March 12, 2026

Call to Order: Chairman George Castle called the scheduled meeting to order at 5:30 pm, in the Community Room, Plymouth Town Hall.

Pledge of Allegiance: Chairman George Castle led the Committee in the Pledge of Allegiance.

Roll Call: Present were Chairman George Castle, Gerry Milne, Vincent Gualtieri, Sue Murawski, Anthony Roveto, Jordan Kuczenski, James Ouellette, and Joe Sopczeski – Director of Plymouth Public Works.

Absent - Jim Klaneski, Alan Yard, Ron Tiscia - Town Council Liaison

Chairman George Castle turned the meeting over to Acting Division Director for the Community Planning Division of the Naugatuck Valley Council of Governments, Lana Harrison and Emely Ricci, Community Planner II of the Community Planning Division of the Naugatuck Valley Council of Governments. Lana and Emely introduced themselves and reviewed the agenda for the meeting.

Contact Sheet Review – Contact Sheet was shared with the committee and members were given the opportunity to review the sheet to confirm or add contact information.

Steering Committee Introductions – Each member introduced themselves, detailed other committees or commissions they serve on, described what unique qualities they bring to the planning process and named one thing they enjoy about the community.

Steering Committee Timeline Overview- Emely walked the group through the timeline and the activities the group will participate in to plan, draft and ultimately adopt a Plan of Conservation and Development for the Town of Plymouth. The March meeting will be a Photo Activity, April will be a “Who is in Plymouth?” activity – discussing the communities in Plymouth, making a profile of the town, and identifying the points of interest. May will be a Land Use Review and a Strength, Weaknesses, Opportunities, and Threats activity. June will start preliminary drafting of a vision statement outlining what the committee and the town of Plymouth plan to be in 10 years. July will continue with these activities.

In addition to these meetings and at the same time, stakeholder interviews, stakeholder surveys and community surveys will begin. Lana and Emily will bring the committee a list of people identified for interviews, as well as people identified to distribute these surveys. The committee have a chance to review the list and recommend edits to ensure that we are receiving input from the people that we need and that those individuals are given opportunities to participate.

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They will be coming back to the steering committee with those updates, as well as the activities that we have planned for the Youth Summit.

In June of 2027, the committee get another opportunity to review, edit and give feedback on the POCD. By the end of July 2027 there should be a final draft, and it will be presented to the Planning and Zoning Committee for a first look. August 2027, the Town Council will have the opportunity to also review the draft, and we'll be able to get their feedback and recommendations to share with the Planning and Zoning Commission. In September, October, November is an administrative period where we're able to file the final draft POCD on the website, and set a public hearing date, to ensure that the town is on a secure timeline in getting the POCD adopted.

Vincent Gualtieri noted that the last POCD was in 2015 so the town is two years late with this plan. Margus has previously filed an extension with the Office of Policy and Management. The commission will let the OPM know that Plymouth has initiated this process to not risk being excluded from any funding that relies on the town being in compliance with POCD. The 2015 POCD is on the town website.

Lana confirmed that the POCD will provide up to date maps for the town to use and the most up to date data on land use.

Steering Committee Administration – Our next meeting will be the April 23rd. We will meet on the fourth Thursday of the month at 5:30 pm in the Assembly room upstairs in the Plymouth Town Hall. Emely will send out agendas and other materials if need prior to the meeting. Some materials will be provided at the meetings.

Photo Collection Activity – This photo collection is essentially a preliminary activity for the design and drafting process. The planners are looking for suggestion on places they can photograph that represent Plymouth – What makes Plymouth Plymouth? They would like location names, addresses, if they have one, or an approximate area where the photo opportunity is found. There was conversation about photos that have been taken and where they can be found as well as historic locations that could be included. Ideas or photos can be submitted electronically.

Public Comment – Melanie Church mentioned that 20 years ago Bill Cuin, the Town Planner, made a book with many photos and town highlights. She would also like to see Nash In The Ville included.

General POCD Questions- Commissioners would like to make sure that Conservation is a key part of the plan and not just at the back of the plan. They would also like to see land use analysis and directory of buildable spaces. Emely replied that a suitability analysis for the town and we can