

**ROXBURY PLANNING COMMISSION  
SPECIAL MEETING  
APRIL 23, 2009  
MINUTES**

**CALL TO ORDER**

Robert Munson, Chairman, called the meeting to order at 7:35 PM.

Present: Robert Munson, Arlene Kershner, Damien St. James, and Ralph Wescott, Regular Members; Joseph Famighette and Harry Ong, Alternate Members.  
Also Present: Barbara Henry, Chris Wood, Judy Lynch, Tim Ring, Bernie Meehan, Gary Steinman and Hugh Rawson.

Chris Wood explained that this meeting is to review Municipal Facilities Issues to provide input to the New Plan of Conservation and Development.

**Efforts to Attract and Retain Fire and Ambulance Volunteers:**

Tim Ring, Fire Chief, explained that they get volunteers in spurts, but lose them due to the affordability of housing in Town. Many of their new volunteers are new residents or young residents. He has found that they have had better results by word of mouth rather than recruitment efforts. He noted that there are two different levels of volunteers at the fire department; ground support and fire fighting support. Fire fighting support requires 250 hours of training to be certified by the State. The fire department receives approximately 151 calls in a 12 month period and 60% of them are for fire alarms. The fire department currently has 31 volunteers. It is difficult to produce the ideal amount of 14 volunteers per occurrence.

Bernie Meehan, Ambulance Chief, explained that their problem with regards to finding volunteers is the 200 hours of mandated training. He noted that there is a limited workforce to draw from in Roxbury. Currently they have 30 EMTs, which he feels is a good amount compared to other towns the same size. They received approximately 200 calls in a 12 month period and 90% of them are not emergencies. Calls are dispatched through a service in Prospect. The paramedic from New Milford responds to 25% of the calls. They have excellent radio coverage due to the Nextel tower.

It was noted that the ambulance facility is in need of expansion. There are not any training facilities, it is not handicap accessible, and there are parking lot issues. There is not adequate living quarters should they be required. The joint committee for the facilities is not active. Another option would be to find a property to build a new facility.

It was noted that the tax abatement incentive makes a nice thank you, but does not make volunteers join. The cost of gear and training was discussed.

Gary Steinman noted that the Senior Center also has issues with recruiting and keeping volunteers. They have a facility issue when large events present building code issues. Barbara Henry noted that she felt that these issues were being addressed with the addition of a hired coordinator.

A volunteer coordinator was suggested to help coordinate and fill some of the open volunteer positions in Town.

Clean Up and Improve Sherman Park:

Barbara Henry reported that Sherman Park has been cleaned up with a use of a grant.

Recreation Master Plan:

Barbara Henry explained that the addition of bathroom and kitchen facilities at Town parks creates a maintenance issue for the Town. It was suggested that bag dispensers be placed at parks to encourage people to clean up after their dogs. The possibility of a dog park was discussed.

Roads:

It was noted that several of the road issues have been covered in the Subdivision Regulations and Road Ordinances. There will not be anymore public or private dirt roads. The possibility of making certain roads one-way was discussed. Davenport Road, Wellers Bridge Road and Battle Swamp were discussed.

Bulky Waste:

Barbara Henry explained that the Transfer Station is not set up for single stream recycling. Additional signs at the transfer station directing residents to the proper disposal areas were suggested.

Network of Trails and Walkways:

The requirements to establish walkways and trails in Roxbury Center were discussed. A prospective trail-way draft will be forwarded to Planning so that they can be aware of possible future intentions when reviewing future subdivisions. It was noted that easements are not well marked. Chris Wood suggested that they can require a survey, which can go on the GIS database. Chris Wood reported that the GIS database has been established. The requirement becomes the software and the availability of a trained person to utilize it.

Booth Free School:

Barbara Henry reported that any expansion/relocation plan is on hold due to the lack of funds. The trend in population decrease was discussed.

The Special Meeting was adjourned at 9:05 PM.

Respectfully submitted,

Tai Kern,  
Secretary

*These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Planning Commission.*