

**BRISTOL AQUIFER PROTECTION AGENCY
MINUTES
SPECIAL MEETING OF MONDAY OCTOBER 21, 2024**

By: Chairman White

Time: 7:51 P.M.

Place: City Hall
111 North Main St.
Meeting Room 3-1
Third Floor

AGENCY MEMBERS	NAME	PRESENT	ABSENT
REGULAR AGENCY MEMBERS:	David White (Chairman)	X	
	Thomas Marra (Vice Chairman)	X	
	Richard Harlow	X	
	Richard Goodwin (Secretary)	X	
	John LaFreniere	X	
ALTERNATE AGENCY MEMBERS:	Michael DeRoehn	X	
	Sara Mangiafico	X	
	Peter Caruso	X	
STAFF:	Robert M. Flanagan, AICP, City Planner	X	
	Andrew Armstrong, Assistant City Planner	X	

1. Call to Order

Per the order of Chairman White, the meeting was called to order at 7:51 P.M.

2. Approval of Minutes
a. Special Minutes – September 16, 2024

The Agency tabled voting on the September 16, 2024, draft minutes to the next agency meeting.

3. Registration Transfer Form in Aquifer Protection Areas

- a. Review of Registration Transfer Form

Staff explained when the Aquifer Protection Area program was initiated in 2011 there was a registration certificate application created. Staff confirmed these were the only applications that were required at the time. Staff noted there was a property located on Farmington Avenue currently that required a change of ownership.

Staff verified that the registration for this property would expire in 2025. Staff requested the Agency approve the form submitted this evening. Staff explained then the existing registration would be transferred to the new property owners.

- b. Review of proposed fee for Registration Transfer Form

The new fee for a transfer has been set as the same fee for existing registrations. Staff explained if the form is approved the process for a transfer would begin with the applicant. Staff requested approval of the form and the fees for the new Registration Transfer Form.

Staff verified that the Registration Transfer Form was e-mailed the form to the ConnDEEP and their department agreed that the form was complete except for two minor additions of contact email addresses.

MOTION: Move to approve the Registration Transfer Form for the Aquifer Protection Area and the proposed fee of \$100.00 for the Registration Transfer Form.

By: White

Seconded: Marra.

For: Marra, Goodwin, LaFreniere, Harlow and White.

Against: None.

Abstained: None.

Staff mentioned in the new year he would like to go through the training of the new Agency members.

#4. Adjournment

Chairman White designated regular Agency members Marra, Harlow, LaFreniere and White to vote on the adjournment.

MOTION: Move to adjourn at 8:00 P.M.

By: White

Seconded: Marra.

For: Harlow, Marra, Goodwin, LaFreniere and White.

Against: None.

Abstained: None.

This meeting was taped.

Respectfully submitted,

Nancy King
Recording Secretary

David White, Chairman

Richard Goodwin, Secretary