

## Sprague 2018 Plan of Conservation and Development

# IMPLEMENTATION GUIDE

#	RESPONSIBLE AGENCY		Plan Topic(s)	Recommended Action Step(s)	Potential Municipal Cost
	Lead	Secondary			
1	Baltic Fire Department	Board of Selectmen Board of Finance Town Meeting	Community Services	Given a reduction in volunteers, growing certification requirements, and equipment costs, consider regionalizing fire and ambulance services and/or use of a private ambulance service.	To be determined.
1	Board of Education	Food Service Coordinator Board of Finance Town Meeting	Agriculture Community Services	Incorporate CT Farm-to-School Program into Sayles School food nutrition program to promote local agriculture, nutrition education, and health.	To be determined. Seek grant opportunities.
2	Board of Education	Board of Finance Town Meeting	Community Facilities and Services	Reconfigure Sayles School parking lot to expand number of parking spaces to accommodate staff/visitor levels and to better safely separate bus and parent pick-up/drop off area.	Capital Project. Seek grant opportunities.
3	Board of Education	Board of Selectmen	Community Facilities and Services	Provide a safe pedestrian link between the Sayles School and Baltic Village so students and others can gain pedestrian access to community facility without need for a car or walking along Route 97.	Capital Project. Seek grant opportunities.
4	Board of Education	Board of Finance Town Meeting	Community Facilities and Services	Consider funding librarian and world languages positions, and complete classroom updates.	Operating budget for staff. Seek grant opportunities.
5	Board of Education	All Town Boards and Commissions	Community Facilities and Services	Utilize Sayles School as a community school resource where greater activities are scheduled for all ages after school hours year-round.	Limited. Additional custodial services.
1	Board of Selectmen	Conservation Commission (Hereafter assumes a combined Conservation and Agriculture Com.)	Agriculture Community Services	Consolidate the Agriculture Commission with the Conservation Commission to better utilize limited volunteers and to help solidify the conservation and agricultural community.	None.

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2	Board of Selectmen	Conservation & Ag. Com. Economic Devel. Com.	Agriculture Economic Devel. Community Services	Establish farmers market in Baltic Village to promote local agriculture, public health, eliminate food desert, and attract visitors .	Requires additional administrative staff. Seek grant opportunities.
3	Board of Selectmen	Conservation & Ag. Com. Board of Finance Town Meeting	Agriculture Open Space and Natural Resources	Set aside town matching funds to partner with the USDA, CT Department of Agriculture and land trusts to promote agriculture, promote health eating habits, and preserve farmland.	Capital Project.
4	Board of Selectmen	Grants Administrator Conservation & Ag. Com.	Agriculture	Apply for Farm Viability Grants from the CT Dept. of Agriculture to help operate a farmers market, community garden, and signage.	Requires additional administrative staff time.
5	Board of Selectmen	Conservation & Ag. Com. Board of Education	Agriculture Community Facilities/Service	Expand community gardening opportunities in Baltic Village and at Sayles School to promote public health and education.	Limited.
6	Board of Selectmen	Assessor Conservation & Ag. Com.	Agriculture Open Space and Natural Resources	Exempt horses and ponies from taxation under CGS Sec. 12-91 (PA 14-33).	None.
7	Board of Selectmen	Conservation & Ag. Com.	Agriculture Open Space and Natural Resources	Continue to lease town-owned farmland.	None.
8	Board of Selectmen	Recreation Commission Board of Finance Town Meeting	Community Services	Create part-time Recreation Coordinator position to implement Recreation Commission policies, expand programs, and manage Salt Rock Campground.	\$15,000+/- annually.
9	Board of Selectmen	Recreation Commission Board of Finance Town Meeting	Community Facilities	Expand recreation complex to include full basketball and tennis courts, and installation of bike racks.	Capital Project. Seek grant opportunities.

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10	Board of Selectmen	Conservation & Ag. Com. Planning and Zoning Com. Recreation Commission	Community Facilities	Expand Baltic Reservoir parking area and provide bike racks and better non-motorized boat access.	Capital Project. Seek grants.
11	Board of Selectmen	Library Board Board of Finance Town Meeting	Community Services	Increase Library Director position to fulltime to expand library hours and programming, seek grants, and implement Library Board policies.	\$35,000+/- annually.
12	Board of Selectmen	Board of Finance Town Meeting	Community Services	Increase part-time Building Official, Zoning Official and Blight Officer position hours to provide greater opportunity for public access and enforcement of Building Code, Zoning Regulations, and Blight Ordinance.	Cost neutral, as salary increase will be made up in additional permit fee collection.
13	Board of Selectmen	Planning and Zoning Com.	Community Services	Assure municipal improvement projects are referred to Planning and Zoning Commission prior to implementation under CGS Sec. 8-24.	None.
14	Board of Selectmen	Economic Develop. Com. Board of Finance Town Meeting	Community Services	Create full-time Economic Development Coordinator position to implement Sprague's Economic Strategic Plan, to help establish and implement Sprague's marketing plan, and to seek out and administer additional grant opportunities.	\$80,000 including benefits.
15	Board of Selectmen	Grant Writer Board of Finance	Community Facilities	Continue to use DECD's classification of Sprague as a "distressed municipality" by seeking additional grants consistent with the POCD.	To be determined.
16	Board of Selectmen	Board of Finance Town Meeting	Community Services and Facilities	Consideration should be given to adopt a Town Charter, and hire a Town Administrator to oversee staff and implement Board of Selectmen policies.	\$110,000 including benefits.

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17	Board of Selectmen	Building Official	Community Services	Establish building and zoning permit tracking system to assure that open permits are reviewed every few months.	Capital Project.
18	Board of Selectmen	Recreation Commission	Community Services Transportation	Provide bike racks at Labbe Field, Sprague Land Preserve, and Baltic Reservoir.	Capital Project. Seek grants.
19	Board of Selectmen	Planning and Zoning Com. Board of Finance	Economic Devel.	Develop former paper board site to include commercial solar and other industrial uses, multi-family housing, agriculture, and open space.	To be determined. Seek grant opportunities.
20	Board of Selectmen	Planning and Zoning Com. Board of Finance	Economic Devel.	Develop Baltic Mill site to include housing, small business, food hub, food co-op, art co-op, recreation, and foot bridge to Baltic Village.	To be determined. Seek grant opportunities.
21	Board of Selectmen	Economic Develop. Com. Board of Finance Town Meeting	Economic Devel.	Prepare and implement a marketing plan for Sprague with focus on Baltic Village that showcases village architecture, housing affordability, safety, outdoor recreation, and proximity to Groton and New London.	To be determined. Seek grant opportunities.
22	Board of Selectmen	Conservation & Ag. Com. Recreation Commission Board of Finance Town Meeting	Economic Devel.	Acquire management rights to Salt Rock Campground from CT-DEEP and appoint Recreation Commission or other standing Committee to develop policies and manage facility.	To be determined. Seek grant opportunities.
23	Board of Selectmen	Grants Administrator Board of Finance Planning and Zoning Com.	Economic Devel. Housing	Set aside and administer grant funds for façade and signage improvements in Baltic Village.	\$20,000+/- annually. Requires additional admin. staff time.
24	Board of Selectmen	Economic Devel. Com.	Economic Devel. Community Facility	Create easel garden(s) along Shetucket River in Baltic Village and at Baltic Reservoir where public is encouraged to paint.	Seek grant opportunities.

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25	Board of Selectmen	Conservation & Ag. Com. Economic Devel. Com. Recreation Commission	Open Space Economic Devel. Community Facility/Services	Seek funding to extend open space trail along Shetucket River to create multi-use recreation path for walkers, bikers, horseback riders, etc., to include fishing, art, exercise equipment, education, and to create additional public river access venues.	Capital Project. Seek grant opportunities.
26	Board of Selectmen	Conservation & Ag. Com.	Open Space and Natural Resources	Construct an ADA-accessible fishing ramp at River Park.	Seek grant opportunities.
27	Board of Selectmen	Conservation & Ag. Com.	Open Space and Natural Resources	Designate the Shetucket River as a federal National Wild and Scenic River.	None.
28	Board of Selectmen	Conservation & Ag. Com. International Paper Co.	Open Space and Natural Resources	Develop a plan and implement clean-up of Versailles Pond.	To be determined.
29	Board of Selectmen	Board of Finance Town Meeting	Open Space and Natural Resources	Implement DEEP's MS4 permit to include identifying, replacing when necessary, and cleaning of catch basins, and educating residents to pollutants that can impact water quality.	Capital Project. Seek grant opportunities.
30	Board of Selectmen	CT-DOT	Transportation	Ask CT-DOT to designate Route 207 as a "Scenic Road" to include entire length from Sprague to Hebron.	None.
31	Board of Selectmen	CT-DOT	Transportation	Seek funding for projects identified in the Regional Long Range Transportation Plan.	To be determined.
32	Board of Selectmen	CT-DOT	Transportation	Request CT-DOT to improve pavement markings in higher accident locations.	None.
33	Board of Selectmen	Water & Sewer Authority Public Works	Transportation	Coordinate road paving with future major utility work.	None.
34	Board of Selectmen	CT-DOT	Transportation	Continue to seek funding to provide sidewalks and/or bike lanes in village of Versailles on Rt. 660 and over Main Street Bridge over Shetucket River.	Seek grant opportunities.

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35	Board of Selectmen	Recreation Commission CT-DOT	Transportation	Provide bicycle route way-finding and/or share the road signage to the Sprague Land Preserve and Baltic Reservoir from Baltic Village.	Limited.
36	Board of Selectmen	Econ. Devel. Commission Planning and Zoning Com. Board of Finance Town Meeting	Transportation	Encourage rail-dependent uses in Industrial Zone. Consider tax incentives for projects deemed worthwhile to the community.	None.
37	Board of Selectmen	Public Works	Transportation	Prioritize vegetation management near roads.	None.
1	Housing Authority	Board of Selectmen	Housing	Expand Housing Authority management to the five (5) town-owned deed restricted housing units on West Main Street.	To be determined.
1	Planning and Zoning Commission	SCCOG UCONN Extension Service	All	Assure Planning and Zoning Commission members get regular updates on land use court decisions and are offered land use education opportunities.	None.
2	Planning and Zoning Commission	All Town Boards and Commissions	All	Assure that all town Board and Commission members receive a copy of the POCD and use it as a guide in decision making.	None.
3	Planning and Zoning Commission		Agriculture	Amend Zoning Regulation Sec. 1 to identify agriculture in the Purpose section to include promoting and protecting agriculture, and preserving prime and important farmland soils.	None.
4	Planning and Zoning Commission		Agriculture Economic Devel.	Amend Zoning Regulations to allow "commercial solar arrays" in industrial zone only.	None.

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5	Planning and Zoning Commission		Agriculture	Amend Zoning Regulations to mandate "agricultural buffers" as conservation easement open space provisions in subdivisions that abut active farmland.	None.
6	Planning and Zoning Commission		Agriculture	Amend Zoning Regulations to require conservation easements on active farmland as part of the open space provisions in all subdivisions to retain agricultural land viability.	None.
7	Planning and Zoning Commission		Economic Devel. Housing	Adopt Village District Zoning with design controls for Baltic Village in Zoning Regulations to preserve and promote desirable village development and retain/improve property values (see CGS Sec. 8-2j).	None.
8	Planning and Zoning Commission	Baltic Fire Department	Housing	Amend Zoning Regulations to require cisterns, fire ponds or sprinklers outside of water service areas in new subdivisions and developments.	None.
9	Planning and Zoning Commission		Housing	Amend Zoning Regulations to allow one-bedroom accessory apartments by right.	None.
10	Planning and Zoning Commission	Housing Authority	Housing	Amend Zoning Regulations to require inclusionary zoning to increase affordable housing opportunities (see CGS Sec. 8-2i).	None.
11	Planning and Zoning Commission		Housing	Amend Zoning Regulation Sec. 15.19 to grant a density bonus for affordable housing within a conservation subdivision.	None.
12	Planning and Zoning Commission	Conservation & Ag. Com.	Open Space and Natural Resources	Amend Zoning Regulations to increased building setbacks from waterbodies (rivers, streams, ponds, reservoirs).	None.

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13	Planning and Zoning Commission	CT-DEEP	Population	Review Sec. 15.14 to assure consistency with CT-DEEP and FEMA compliance, and amend accordingly.	None.
14	Planning and Zoning Commission	Board of Selectmen Public Works	Transportation	Amend Subdivision Regulations to reduce road width requirements for new roads.	None.
15	Planning and Zoning Commission			Amend Zoning Regulations to establish "outdoor lighting" regulations for non-residential properties and properties requiring a special permit to reduce light pollution.	None.
16	Planning and Zoning Commission			Amend Zoning Regulations to eliminate the allowance of business and retail development in Hanover Village.	None.
17	Planning and Zoning Commission			Amend Zoning Regulations to define "restaurant" to exclude "bar" use only.	None.
18	Planning and Zoning Commission			Limit Adult-Oriented uses to the Industrial Zone.	None.
19	Planning and Zoning Commission			Reduce allowance on free-standing signs in village zones.	None.
20	Planning and Zoning Commission		All	Review additional recommendations to the Zoning Regulation provided by POCD consultant in 11/1/17 addendum.	None.
1	Tax Collector and Town Clerk	Town Meeting	Community Services	Replace ordinance requiring the election of a Tax Collector and Town Clerk to make the current elected officials appointed positions.	None.



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2	Town Clerk	Board of Selectmen	Community Services	Assure Boards and Commissions are educated in and follow Freedom of Information (FOI) requirements by hosting education seminars.	None.
1	Water & Sewer Authority	Board of Selectmen Planning and Zoning Com. Economic Devel. Com.	Economic Devel. Community Services	Consider extending service areas in Baltic Village to induce growth.	Grant opportunity and Capital Project.
2	Water & Sewer Authority	Board of Selectmen Planning and Zoning Com.	Community Services	Replace sewer lines in Hanover.	Grant opportunity and Capital Project.
3	Water & Sewer Authority	Board of Selectmen Planning and Zoning Com. Economic Devel. Com.	Community Facility/Services Economic Devel.	Consider regionalizing services with Norwich Public Utilities.	To be determined.
4	Water & Sewer Authority		Community Facility/Services	Plans should be developed to upgrade the Sewage Treatment Plant.	Grant opportunity and Capital Project.