

Land Committee Charter

Purpose/Scope

The Land Committee acts to preserve, protect and enhance Candlewood Trails Association property by reviewing all proposed construction, reconstruction and use changes to ensure any changes are within compliance of our bylaws and protect our existing balance between private homes, open spaces, and CTA usage. The Land Committee shall work with the Town of New Milford in the valuation of all CTA property. All recommendations by the Land Committee regarding changes of the usage of CTA property must be submitted to the Board of Directors for review and approval, and, potentially, to the CTA community.

In addition, the Land Committee creates a comprehensive Land Use Plan to thoughtfully propose options for the development or sale of CTA owned land within the community. This plan will provide governance and standard processes for any necessary CTA land sales to support the on-going needs of the community (e.g., road infrastructure, water facility needs, etc.).

Committee Guidelines (common for all committees):

- Meetings will be held as needed but no less than quarterly at the time and place chosen by the committee in the course of their meetings
- Meetings will end with a clear understanding of expectations and assignments for next steps
- Ensure committee charter is kept current and updated, as needed (e.g., new issues, updates, etc.).
- Quotes over \$500 must be presented to the CTA board for approval.
- A final draft of committee minutes must be submitted to the board and reported out at the annual CTA meetings (June and August meetings).

On-Going Tasks:

- Work with the Rules and Regulations Committee to formulate rules for the use and protection of CTA property.
- Inform the Board of Directors of any violations and restrictions in the deeds of the property owners and it shall be the responsibility of the Board of Directors to see that violations cease/are addressed.
- Creation and on-going monitoring of the approved CTA Land Use Plan (governance and standard processes).
- Review New Milford property tax documents to ensure accuracy. Address any issues that arise.
- Work with the CTA Board to quickly approve plans and resolve issues.