

**INLAND WETLANDS & WATERCOURSES AGENCY
REGULAR MEETING
MONDAY, JULY 9, 2018 – 7:00 P.M.
WOODSTOCK TOWN HALL – MEETING ROOM B**

MINUTES

- I. Call to Order** – Meeting was called to order by Chair Mark Parker at 7:07 p.m.
- II. Roll Call** – Woody (Wayne) Durst, Mark Parker, Marla Butts, Bill Rewinski, Tina Lajoie (IWWA Clerk/Agent)
Absent: Michael Thienel and Diane Wolff
- III. Appointment of Alternates** – None
- IV. Action on Minutes of Previous Meeting – June 4, 2018**
Motion by M. Butts, seconded by W. Durst to approve the minutes as written and received.
Motion carried unanimously.
It is noted for the record that T. Lajoie will be acting as recording secretary for this meeting, but not for future meetings, per direction of the Board of Selectmen.
Motion by M. Butts to amend the agenda to add item V.d. to discuss the operation of the Wetlands Commission, seconded by W. Durst. Motion carried unanimously.
- V. New Business**
a. #07-18-13 Stephen & Lorraine Gabriele, Crystal Pond Rd (Map 6385, Block 39, Lot 39F) – Subdivision and Special Permit for Proposed multi-family development
Bruce Woodis (KWP) is representing the Gabriele’s who are also present. Proposal is to develop 13.3 acres on Crystal Pond, most of which is pasture land. Plan shows multi-family development, primary dwelling unit with cabins to be constructed closer to the water for family use. Soils map was submitted. There is a question as to why this proposal must be submitted to PZC for subdivision approval and it is due to this lot being previously labeled as remaining land or not a building lot. It must be approved as a building lot first before it can be considered for multi-family development, special permitted use. It is explained that all of the septic systems, buildings, grading and disturbance is outside of the regulated area, except for the proposed pavilion that is shown on the site plan close to the water, about 80 feet from water’s edge. Pavilion will have a small kitchen facility and septic line pumped uphill and to the leaching field. Topography was completed only for the proposed area of development. As stated by Mr. Woodis, soil scientist did not flag the wetlands because it was apparent that there are no wetlands in the building area down to the pond. NDDH is currently reviewing the application. NECCOG map shows contours that are reviewed and it is confirmed that no wetland soils are shown on lot. It is encouraged that any pathways installed down to the water be impervious surface. A notification will need to be sent out to Eastford Town Clerk. Commissioners ask for permission to enter the property to inspect prior to the next meeting. They may visit the site individually. Based on the aerial, there appears to be a drainage ditch that starts at boundary line and goes down through the Charette property which should be looked at. It is confirmed by Mr. Gabriele, that the drainage way ends in a culvert that goes into the lake on Charette’s property. Each year the Crystal Pond Lake Assoc. has a biologist come out to do a survey of the lake and the last several years, they note that that culvert has been dry, no evidence of water. It is discussed that this could be rendered as an Agent Approval.

Motion by M. Butts/B. Rewinski to accept application, #07-18-13 by Stephen & Lorraine Gabriele, for consideration at August meeting. Motion carried unanimously.

b. Elizabeth Zimmerman Smith & Patrick McKenna Lynch Smith, Roseland Park Rd (Map7282, Block 55, Lot 30 - Timber Harvest, access rd- Use Permitted as of Right

T. Lajoie stated she received an email from Ms. Zimmerman-Smith stating that NRCS engineers will do period inspections of the access road to ensure it is done per the specs with E&S controls. After reviewing application and plan, the timber harvest details are not clear enough. Timber harvest objective is to improve wildlife habitat. It is noted on application that the total area of harvest area is “to be determined” and that it is not applicable for temporary wetlands crossing. However the plan submitted shows a temporary wetlands crossing, corduroy road. Filling existing gravel access road is not a permitted use as of right and not, covered under the forestry exemption and requires a permit. The improvement of this existing road is to facilitate access. It is decided that the plan detailing the road construction falls under a separate wetlands permit application that must be submitted for Agency review. There is question of whether this is in a designated flood plain, area of gravel access road. Timber Harvest will need some clarification as well.

Motion by M. Butts to place application on hold until the next meeting to provide applicants an opportunity to come in and explain in more detail the proposals in their timber harvest request with direction towards getting an application for the road improvement. Seconded by W. Rewinski. Motion carried unanimously.

c. Appointment of Wetlands Agent

M. Parker states that he had an opportunity to meet the new Building Official and he gave him a little history of his involvement being on the Wetlands Agency and how IWWA appreciated Terry Bellman’s services as their designated Wetlands Agent for many years. He asked Mr. Feige if he would consider possibly taking the course and he responded at this point, he would like to focus on his primary responsibilities but he may consider in the future. M. Parker further explains that he met with the Mike Alberts, Chandler Paquette, Karen Fitzpatrick, Joni Cullan and Tina Lajoie to come up with some plan of action on how to manage the IWWA work and any options available. Town hall reduced hours and staff was discussed. If not Wetlands Agent, then procedure is changed to Town Clerk receiving and stamping all applications (Language in State Statute 8-7d). Secretary for the Commission should not have to handle the minutes but to fill in if the Vice Chair cannot be available. At the meeting, M. Parker explained that if T. Lajoie was designated as the Wetlands Agent, that she should be at the evening meetings to give the report and that it would also be advantageous to have her continue as recording secretary for those nights and the response was not favorable due to overtime pay requirement and a possible violation of the union contract. They agreed to allow money in the budget to pay a recording secretary. BOS agreed to post the recording secretary position for IWWA. It was agreed by all parties that if T. Lajoie was appointed as Wetlands Agent, she could submit a Wetlands Agent’s report for the night meetings but attending the meetings may not be possible due to limited hours and overtime requirements. T. Lajoie is currently responsible for completing agenda, minutes, legal notices, letters of approval. IWWA discusses using the \$1,000 in their budget to pay for the Wetlands Agent to attend the meetings. Is it possible to have an extra two hours a week to handle wetlands responsibilities, paid for out of the wetland’s budget? T. Lajoie explains that she has very limited time to handle wetlands and zoning issues and will pick and choose the most important items on the list to work on. If we run into a problem, maybe visiting the BOF directly to explain why additional funds are needed would be an option. It is the consensus of the Agency to give T. Lajoie the Wetlands Agent authorization however unsure how to delineate the job duties in a way that can work. Next year the budget will have to be adjusted to consider both the Wetlands Agent and Recording Secretary. W. Durst recommends keeping a

detailed list of duties to be reviewed at a later date. Discussion continued on how to manage the workload and how to best handle the changes.

Motion by M. Butts to appoint Tina Lajoie as the duly authorized Wetlands Agent to perform the duties identified in Section 12 of the Inland Wetlands and Watercourses Agency's regulations, and to perform other responsibilities as may be needed for the Commission's operations. (Agenda) Seconded by W. Durst. Motion carried unanimously.

d. Wetlands Operations

M. Butts would like the Wetlands Agent to keep a log of how much time she is spending on IWWA activities for the next month. M. Parker explains his meeting with the Selectmen that maybe IWWA could consider during the slower months that there will be no meetings scheduled. This would be fine as long as no applications come in.

Motion by M. Butts that T. Lajoie notify the BOS in writing that the IWWA would like the BOS to make arrangements for a recording secretary for the regularly scheduled IWWA meetings, seconded by B. Rewinski. Motion carried unanimously.

VI. Old Business

a. Neil Frink, 857 Rte 169 (Map 5130, Block 29, Lot 56) – Timber Harvest

Map was provided that reflects how harvester will enter the property.

Motion by M. Butts to approve the request for Timber Harvest by Neil Frink, as shown above, as applied for and identified on the application form and subsequent submittal of a plan for the cutting. Seconded by B. Rewinski. Motion Carried unanimously.

VII. Wetlands Agent Activity Report

T. Lajoie explains complaint that was received regarding the dam removal at Painter's property and the possible disturbance to Millbrook. Issue is being reviewed by DEEP who issued the permit for removal of dam.

Wetland Soils Workshop through DEEP in Storrs, CT, August 14 or August 15. The fee is \$40. First come, first serve on registration. M. Butts will forward to T. Lajoie to send out.

VIII. Citizen's Comments / other topics

IX. Adjournment

**MOTION TO ADJOURN BY M. BUTTS, SECONDED BY W. REWINSKI AT 09:17 P.M.
MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Tina M. Lajoie, IWWA Clerk

Inland Wetlands & Watercourses Agency