

# Inland Wetlands & Watercourse Agency

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## REGULAR MEETING

Monday, February 6, 2023

7:00 PM

Virtual Via Zoom

*The IWWA meetings will be conducted on zoom until further notice.*

*Public sign-in instructions can be found on the town website, [woodstockct.gov](http://woodstockct.gov) prior to the meeting time.*

*Documents for the meeting can be found on the website under the IWWA tab.*

The recording of this meeting can be viewed at: <https://youtu.be/5e9FwL5l8CM>

### 1. Call to Order

- a. Chairman Mark Parker called meeting to order at 7:01 pm

### 2. Roll Call

Members Present- Mark Parker, Marla Butts, William Rewinski, Stuart Peaslee (alternate)

Others Present- Wetlands Agent Dan Malo, Recording Secretary Amy Monahan, Jarrett Thomas, Linda Cambareri

### 3. Appointment of Alternates

- a. Stuart Peaslee seated for quorum

### 4. Action on Minutes of Previous Meeting

- a. Regular Meeting January 9, 2023
  - i. Bill Rewinski noted that the Item 6.a.i motion should read “to accept or receive for consideration” not to approve that motion.
  - ii. Bill Rewinski made a **\*Motion** to accept minutes of January 9, 2023 Regular Meeting as amended. **\*Seconded** by Stuart Peaslee. **\*The motion passed unanimously.**

### 5. Pending Applications

- a. 12-22-01 – 171 Green Road – Jarrett Thomas – Map 5703, Block 10, Lot 28A Driveway wetland crossing for New Single-Family Home, Split & New SFH
  - i. Daniel Blanchette, licensed Civil Engineer, is representing the applicant. He noted that this application is for a new residential construction including a free split. Wetlands have been flagged by Margaret Washburne. There is a catch basin on Green Road and a culvert that runs into construction area impacting this application. An easement is proposed from adjacent property to gain access to home site. He reviewed the plan and noted this construction option has least disturbance on the lot.
  - ii. It was stated that requests from previous meeting have been addressed including construction sequence for entire project. Daniel Blanchette shared site plan details page for review and noted that this plan will be submitted to the town if there are no further changes requested.
  - iii. Marla Butts noted that she visited the site and noted her thoughts on drainage after seeing the site. She thinks that the plans presented should work and does not see any concerns for drainage on the site.

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- iv. Jarrett Thomas noted that the existing road leads to a small camp site and very little traffic uses that access road.
- v. Stuart Peaslee asked the location of Muddy Brooke in relation to the construction site. Daniel Blanchette noted that Muddy Brook crosses outside of the boundaries of the site plan and that there is significant distance from the construction site to the brook crossing.
- vi. Bill Rewinski asked if the job has septic approval. Daniel Blanchette noted that he does not have confirmation or approval date information for septic approval with him at this time.
- vii. Marla Butts suggests approval pending NDDH approval and revised signed and sealed plan being submitted.
- viii. Marla Butts made a **\*Motion** to approve application 12-22-01 – 171 Green Road – Jarrett Thomas – Map 5703, Block 10, Lot 28A Driveway wetland crossing for New Single-Family Home, Split & New SFH with conditions that prior to any construction wetlands office must receive NDDH approval of design and revised plans and detail sheet must be submitted to Wetlands Office signed and sealed. **\*Seconded** by Bill Rewinski. **\*The motion passed unanimously.**

## 6. New Applications

- a. None
- b. Marla Butts made a **\*Motion** to move citizens comments to item 7 on agenda for this meeting. **\*Seconded** by Bill Rewinski. **\*The motion passed unanimously.**

## 7. Citizen's Comments

- a. Linda Cambareri noted that she purchased property on Big Horn Lane that has approvals issued in 2014 and wants to know what needs to be done in terms of approvals at this point.
  - i. Marla Butts noted that the approvals would have originally expired in five years but there have been extension to timelines since then. Marla would have to research this further to determine if the approvals are still valid.
- b. Linda asked if they needed approval before beginning tree clearing. Marla noted that clear cutting and grubbing are not allowed until wetlands approval has been granted.

## 8. Administrative Business

- a. Election of Officers
  - i. Marla Butts suggests extending the current slate of officers for the upcoming year.
  - ii. Marla Butts made a **\*Motion** to accept the current slate of officers for the upcoming year. **\*Seconded** by Bill Rewinski. **\*The motion passed unanimously.**
- b. Review of Bylaws
  - i. Bill Rewinski noted that Item 4.a- Membership needs to be amended. Dan Malo noted that the membership change is updated on the one drive version. This update also needs to be made in voting section in item 8.b
  - ii. Marla Butts noted that the town website has not yet updated the ordinance changes at this time.
  - iii. Marla Butts brought up public meeting requirements and clarified the numbers needed if agency numbers change.
  - iv. Several places reference an IWWA Clerk. Page 5, Item 10 letter d and all other places referencing IWWA Clerk should be changed from IWWA Clerk to wetlands agent
  - v. Page 2 item 6- where dually authorized wetland agent is mentioned it should state to hear after be referenced as "Wetlands Agent"
    - 1. Marla noted that what constitutes dually authorized should be outlined in the bylaws. She suggests a definition of dually authorized agent be placed in the regulations.

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- vi. Item 6 -Modify that the agency should have a wetlands agent and/or clerk that will keep records as required by law.
  - vii. Marla Butts noted that changes cannot be approved at this meeting. The changes must be edited in the document and then that document discussed at then next meeting. Marla said that she should have original documents and be able to red line edit the changes if needed.
  - viii. Bill Rewinski noted Item 13 and questioned that after reduction of membership, what happens when someone recuses themselves with reduced membership. Marla Butts noted that if no alternate is attending meeting and one of the 3 members has to recuse themselves, then not decision can be rendered as there is no quorum.
    - 1. Mark Parker noted that the recuse is only for a particular item, and the meeting does not have to end. Marla clarified that if a selectman sits in on meeting as exofacial, he is not a voting member.
    - 2. Legal counsel determination is needed for this concern.
  - c. Discussion of Application/Permit Fees
    - i. Marla Butts noted that she is working on new fee schedule for town of Thompson and can share her findings on the costs of rendering a decision.
    - ii. This will be discussed further at next month's meeting
  - d. Review of Updated Permit Application
    - i. Property owner Certification has been updated. Bill Rewinski noted that this section contains 2 items: that information is accurate and consent for inspection
      - 1. Marla Butts would strike second paragraph for owner certification as the property owner is only consenting to access for the inspection.
    - ii. Marla Butts noted there is not enough room for agency response if there are any conditions.
    - iii. Bill Rewinski suggests a revision date on this form
- 9. Adjournment**
- a. Stuart Peaslee made a **\*Motion** to adjourn. **\*Seconded** by Bill Rewinski. **\*The motion passed unanimously.** Meeting adjourned at 8:49 pm.

\*Respectfully submitted by Amy Monahan, Recording Secretary. DISCLAIMER: These minutes have not yet been approved by the IWWA. Please refer to next month's meeting for approval/amendments.