

**INLAND WETLANDS & WATERCOURSES AGENCY
REGULAR MEETING
MONDAY, APRIL 15, 2019 – 7:00 P.M.
WOODSTOCK TOWN HALL – LOWER LEVEL, ROOM B**

MINUTES

I. Call to Order: M. Parker **OPENED** the meeting at 7:29 pm

II. Roll Call:

Members present: M. Butts, M. Parker, W. Rewinski

Members absent: M. Thienel, S. Peaslee, D. Laurent (aka D. Wolff)

Others Present: Robert Chang, Linda Condén, and 2 others

For the Record: NO QUORUM; meeting opened for receipt of applications and discussion purposes only.

M. Parker ADDED two items to the agenda under item VI New Business, and sub item “b” moved to sub item “d”:

Application 04-19-04 (Robert Chang)

Discussion for 11 Brickyard Road 3 car garage (Linda Condén)

III. Appointment of Alternates (if necessary): NONE

IV. Action on minutes of previous meetings – March 18, 2019: TABLED

V. Old Business: NONE

VI. New Business:

a. Election of Officers: TABLED

b. Hearing of Application 04-19-04 (Received):

Agency members discussed application 04-19-04; Robert Chang of 1051 Route 169, Woodstock CT; which is declared as “Permitted Use as of Right” for land clearing and deer fencing installed for vegetable and flowers.

Mr. Chang included 3 maps with his application – locust map, air photo, and detailed sketch of what he would like to do. W. Rewinski stated basically Mr. Chang would like to reclaim a field.

Mr. Chang said he worked with USDA NRCS who did a conservation plan and evaluated the farm for wetland soils but found none, although there is a swale in the field that Mr. Chang is clearing. M. Butts asked why Mr. Chang was before the IWWA if NRCS found no wetland soils; Mr. Chang said he was told by the State Department of Agriculture that he needed to obtain an “as right of use declaration”. He provided several NRCS and State Dept. Of AG names; M. Butts said she would be in contact with them and if need be, can place this application on the agenda for the next meeting on May 20, 2019.

c. Discussion for 11 Brickyard Road (3 car garage):

M. Butts has talked with the building official who said he could not issue the building permit for the 3 car garage until it was cleared through Zoning Enforcement and IWWA. Linda Condén reviewed maps with the agency members and discussed wetlands areas, and seasonally wet areas of the property. M. Butts said they would need to look at the area to see if there was vegetation evidence that is particular to wetlands, such as elevated root

systems, spice bush, muscle wood and/or skunk cabbage, and determine if the proposed construction would be taking place within 125 feet of any swampy vegetation. M. Butts and M. Parker noted it is unknown if the wetlands would be designated in the building office file for the property, however if it is, and the area is not in the wetlands, this could be communicated to the building inspector. M. Butts told Mr. & Mrs. Conden she would look at the property within the next week; she also noted they should have a scaled site plan for Zoning designating where the new structure is to be built in relation to the existing structures and property boundaries.

M. Parker agreed to check the Town Hall Building Department records to research the possibility of previously documented wetlands for the property.

d. Operation of Agency in the Absence of Staff:

M. Butts said she would establish and record the agendas with coordinated communications with M. Parker, and will place both Robert Chang's and Linda Conden's items under "Old Business" on the May 20, 2019 agenda.

M. Butts noted the agenda sample she used is as laid out in the bylaws, however felt that "Other Administrative Business" should not be placed as a sub-item under the "Wetlands Agent Activity Report" and should it its own agenda item. M. Parker suggested adding an item to the next meeting agenda to motion for a bylaws change; M. Butts noted the bylaws state the February meeting shall hold the election of officers and bylaws review, but this was not done. Agency members agreed both items will be added to the May 20, 2019 agenda under "New Business".

M. Butts said she would be delivering the agenda to the Clerk's office on the Thursday prior to the IWWA meeting making sure the stamped date receipt is included in the agenda that is posted to the website, ensuring FoIA compliance. M. Parker established the May 20, 2019 meeting as the annual organizational meeting since the February meeting as per the bylaws was not adhered to. He added as per the bylaws, all members must be notified of the meeting before an election of officers can take place.

M. Butts spoke with the Town Clerk and verified she will be receiving any IWWA applications submitted and will place them in the IWWA mailbox; she added that she is unsure of the filing process that should follow.

M. Butts said she attended the last Board of Finance meeting and explained the IWWA's position and commented on the lack of communication between the BOS and the IWWA, to which the First Selectman said her statements were incorrect. M. Butts also said she attended the public hearing and restated the IWWA's position, which was to obtain 6 hours in it's own budget as a line item to make it clear that monies allocated to IWWA were in fact for the wetlands agent; she added that a written statement and supportive documents were entered into the record, and also input her thoughts on the issue as a private citizen. The BOF approved the BOS budget as presented which dedicated 3 hours for a wetlands agent, money for a ZEO, and part time staff, totaling \$60,000.00 with no delineation as to how much money was dedicated to each of those positions. M. Butts also commented on the interview for a ZEO, and the use of services for ZEO and wetlands agent provided by CME in the interim.

M. Butts stated she would address the wetlands items presented earlier in this meeting, but as a non-town employee, did not feel comfortable in handling issues on behalf of the town especially due to liability concerns.

M. Parker suggested business cards for the IWWA members; members discussed both

business and ID cards.

Members discussed verifying and updating the members contact list information, and also the member's term expiration dates. M. Butts will email out a contact list document requesting each IWWA member to update their information. They also discussed a notification process for meeting cancellations and/or member absences, agreeing that M. Parker should be contacted for absences and will contact members and staff regarding cancellations.

Members also discussed the interim process for incoming wetlands questions and/or complaints, noting these should be first sent to the Selectman's office.

M. Parker noted the need for follow up on Linda Auger's wetlands inspections for Taylor Brook Winery, and said he has asked for her permission to access her property.

M. Parker said he received a complaint about rain runoff at Fairvue Farm; M. Butts said to send a photo to Joe Wetteman of the DEEP Water Bureau.

W. Rewinski noted a complaint regarding a hand dug pond on Bungee Hill Road; members agreed the complaint needs to be in writing and filed in the Selectman's office who will then direct it to IWWA.

VII. Wetlands Agent Activity Report – None, no Wetlands Agent: NONE

a. Other Administrative Business:

- i. Communications: NONE**
- ii. Bills: NONE**

VIII. Citizen's comments/other topics: NONE

IX. Adjournment:

M. Parker **CLOSED** the meeting at 8:51 pm.

Respectfully submitted by Terri Lasota, Recording Secretary

DISCLAIMER: These minutes have not yet been approved by the Inland Wetlands & Watercourse Agency. Please refer to next month's minutes for approval/amendments.