

INLAND WETLANDS & WATERCOURSES AGENCY

REGULAR MEETING

Monday, February 1, 2021 – 7:00 pm

In accordance with Governor Lamont's Executive Order and social distancing guidelines recommended by the CDC, members of the IWWA participated in the meeting via ZOOM online.

MINUTES

- I. **Call to Order:** Chairman Mark Parker called the meeting to order at 7:32 pm.

Chairman Parker shared the protocol on conducting meetings via Zoom online.

II. **Roll Call:**

Members Present: Mark Parker, William Rewinski, Marla Butts, First Selectman Jay Swan (ex-officio)

Members Absent: Victor Peabody

Quorum: Yes

Others Present: Tina Lajoie, Greg Favreau, Members of the Public

Chairman Parker asked that follow-up occur with Victor Peabody to determine whether he plans to continue as a member of the IWWA. Wetlands Agent Tina Lajoie stated she would continue to follow-up, and First Selectman Jay Swan offered to contact him.

- III. **Appointment of Alternates (if necessary):** None.

IV. **Action on minutes of previous meeting of January 11, 2021:**

Two changes were noted to the minutes, which included correcting Mr. Peabody's first name under Members Absent, and under New Business V(a) first para: replacing "50x75" with "50x75 feet."

Motion was made by Marla Butts, and **Seconded** by William Rewinski, to **Approve** the minutes of the January 11, 2021 IWWA meeting as amended. **The motion passed unanimously.**

V. **New Business:**

- a. 01-21-07 – Stephen C. Kurczy – Route 171 – new single-family home with well and driveway

The Lot number was added to this application as Lot OE73. Tina Lajoie stated that the applicant or applicant's representative had planned to be on the zoom meeting. She has not been able to visit the site due to illness. She should be able to do this over the next week or two.

Marla Butts noted that since this is not in the upland review area, the ZEO can approve as appropriate. There were no issues noted by IWWA members.

A vote was not required.

VI. **Old Business:**

- a. 11-20-36 – Town of Woodstock – Peake Brook Road – bridge replacement

This agenda item was tabled to the next meeting.

- b. 09-20-23 – Noreene Stehlik – 294 Route 198 – Phragmite removal in pond

Tina Lajoie stated she has not heard back from Mr. Woodis who is representing the applicant. Marla Butts noted she had no problem with the proposed project providing the soils are not placed in any wetlands. Mr. Rewinski would like to review the removal/disposal of the soils proposed prior to approval. Ms. Butts had concerns with William Stehlik's application.

It was recommended the applicant grant, in writing, the IWWA an extension of 30 days, as well as the location of the soils and how Ms. Stehlik proposes to transport them.

- c. 09-20-24 – William Stehlik – 1030 Route 198 – Phragmite removal in pond

Because there has been no additional information provided on this project, it was recommended the applicant request an extension for this application.

- d. 01-21-01 – Lawrence Acquarulo – 32 Lakeview Drive – shoreline cleanup

Discussion ensued regarding the type of matting that was placed down.

Motion was made by William Rewinski, and **Seconded** by Marla Butts, to **Approve** 01-21-01 – Lawrence Acquarulo – 32 Lakeview Drive – shoreline clean-up with the condition that no further work will occur until the Wetlands Agent receives information on the type of geo-textile that was used. **The motion passed unanimously.**

- e. 01-21-01 – Maria Bushey – Laurel Hill Drive – Map 7272, Block 34, Lot B35 – construction of new home, septic, well, and driveway

Paul Terwilliger received the alternative plan proposed by Marla Butts and he addressed immediate concerns and the reasons why this alternative was discarded in the beginning. The Site Engineer submitted a letter of findings as well. Mr. Terwilliger provided additional history on the proposed placement of the home. He stated he would follow-up with the applicant to determine if permission was granted from the owners of the private road—Laurel Hill Drive—to perform the proposed work.

Mr. Favreau, a representative of the lake district, provided comments and concerns with the project. Discussion ensued relative to regulations.

It was determined that IWWA is unable to render a decision until the lake association makes its decision on an acceptable proposed plan. Once that has been accomplished, the IWWA will review the application for consideration.

Motion was made by Marla Butts, and **Seconded** William Rewinski, to **Table** 01-21-01 – Maria Bushey – Laurel Hill Drive – Map 7272, Block 34, Lot B35 – construction of new home, septic, well, and driveway until permission regarding an acceptable proposed plan is granted by the tax district. **The motion passed unanimously.**

It was recommended the tree company halt any work on the property.

- VII. Review of Bylaws:** The Bylaws were included in the meeting packets. The following items were recommended for revision:

1. Page 3, Item 6 - Add (vi): "Authorizing the Wetlands Agent shall be given authority to approve payment of IWWA expenditures of up to \$100.00 without prior approval of the Agency."
2. Page 3, Item 6 (v): Change the word "Keep" to "Keeping"
3. Page 3, Item 6 (b): Add the word "expenditures" to 2nd sentence as follows: "Such report shall consist of a list and description of all determinations/approvals, expenditures, and activities performed."
4. Page 1, Item 4 (e): Ms. Butts questioned this language. Tina Lajoie will contact the town attorney to better understand why this language is included. In the meantime, she will research the language in the Planning & Zoning Commission Bylaws.
5. Page 7, Item 17: Change 1st sentence to read: "These Bylaws may be amended by a majority vote of the Agency's attending quorum, only after..."
6. Page 3, Item 8 (a) - Revise 1st sentence: "Regular meeting shall be held on the first Monday of each month at 7:00 p.m. in the Town Hall or by online communication via the internet, unless..."

First Selectman Swan agreed with Ms. Butts' concern about attempting to secure alternates for meetings. Discussion continued about having a member of the Board of Selectmen sit as an alternate on the IWWA as a voting member if necessary. Pros and cons were considered throughout the discussion.

The above-referenced recommended changes to the Bylaws will be presented for consideration at the next meeting.

VIII. Election of Officers:

Motion was made by Marla Butts, and **Seconded** by William Rewinski, to **Approve** the existing slate of officers for another year—Mark Parker, Chairman; William Rewinski, Vice Chairman; and Marla Butts, Secretary. **The motion passed unanimously.**

It was suggested that Joe Polulech and/or John Cimoichowski be invited to serve on the IWWA. Ms. Lajoie will follow-up with these prospective candidates.

IX. Wetlands Agent Activity Report: Ms. Lajoie stated she has been away from the office due to illness but working from home. She received an FOI request regarding 119 Crooked Trail Extension. The office is in the process of copying documents as requested. Ms. Lajoie responded to the FOI request by email and acknowledged receipt of the request. Ms. Butts suggested an acknowledgment letter be sent by regular mail as well. Ms. Lajoie will continue to update members.

Ms. Lajoie reported the Woodstock Country Store & Gas Station was approved with conditions by the Planning & Zoning Commission and shared the decrease to two gas pumps was one of the conditions. She detailed specifics on the changes required to accommodate the decreased number of pumps. Ms. Lajoie will email the revised plan to members and suggested they refer to the August 2020 online meeting documents to compare plans. This item will be added to the next IWWA agenda.

Ms. Lajoie responded to Marla Butts question regarding applicant Jeffrey Driscoll and will follow-up with Mr. Driscoll on whether a locus map was provided to the Wetlands Office. She will report back at the next meeting.

Chairman Parker stated an email was received from Maura Robie, Vice Chair of the Conservation Commission, in which she shared her support and the need for additional hours for the Wetlands Office.

Chairman Parker welcomed discussion. Ms. Lajoie responded to questions and stated the hours allotted for the Wetlands Agent is five hours per week, which she believes is not enough time considering the amount of work. First Selectman Jay Swan noted the concerns and further conversation will continue between Ms. Lajoie and Mr. Swan to determine the best strategy for the office. After further discussion, it was agreed Chairman Parker will prepare a letter of support to the Board of Finance on behalf of the IWWA for additional hours in the Wetlands Office. He will share the draft with IWWA members before sending.

- a. Other Administrative Business¹: None
- b. Communications: None
- c. Bills: None

X. Citizens' Comments/Other Topics: None.

XI. Adjournment: Motion was made by Marla Butts, and **Seconded** by William Rewinski, to **Adjourn**. **The motion passed unanimously.** The meeting adjourned at 9:07 pm.

The recording of this meeting can be found here: <https://youtu.be/34PH27PgxFU>

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

¹ Subheadings under Administrative Business may include, as needed, Wetlands Agent Reports, Communications, Bills, Complaints, Investigations, Enforcement, Requests for Permit Extensions/Transfers, Election of Officers, Budget Requests and Other.