**REGULAR MEETING MINUTES**

**WINDSOR INLAND WETLANDS & WATERCOURSES COMMISSION**

**TUESDAY DECEMBER 1, 2020 7:00PM**

**Meeting Location:** Online webinar, to join via computer please go to the link below

<https://us02web.zoom.us/j/83965696958>

To join via telephone please dial: 1-312-626-6799 then when prompted 839 6569 6958#

Chairman Morando called the meeting to order at 7:02 PM.

**I. Roll Call**

Present: Chairman L. Morando, Vice Chair St. Amand, Secretary Towers, Commissioners, A. Schibley, S. Fraysier, D. DeCarlo, K. Washington and R. Jefferis. A quorum was established.

Absent: Commissioner R. Williams

Also present was Inland Wetlands and Watercourse Agent Emily Perko.

**II. Public Communications** (3-minute limit on items other than Public Hearings)

 Public communications opened at 7:08 PM.

 There were no comments from the public.

 Public communications closed at 7:08 PM.

**III. Business Meeting**

1. **Minutes**

Commissioner Schibley made a **motion to approve the minutes for October 6, 2020**. Commissioner Jefferis seconded the motion.

**Vote 7-0-0**

1. **New Business**

**Application 20-225\_27 Dally Farm Road – Applicant: Mark Mullins – 24’ x 12’ addition**

E. Perko gave an overview of the application stating she worked with the applicant to identify a feasible and prudent alternative from the original proposal which brought the addition approximately 2-3 feet from the delineated wetland.

A. Schibley asked if the excavated material would be removed and the topography of the property.

E. Perko stated the property is very flat and mostly maintained lawn then there is a berm at the wood line where the property slopes up slightly into a definite forested wetland, minimal material will be excavated and will remain on site.

Discussion occurred on the project proposal and delineated wetland versus maintained lawn.

M. Towers rejoined the meeting after technical difficulty.

A. Schibley requested the applicant keep an eye out for the eastern box turtle when constructing the addition.

Commissioner Schibley made a motion to **accept application 20-225\_27 Dally Farm Road – 24’ x 12’ addition and delegate it to the wetlands agent for approval.** Commissioner Towers seconded the motion.

**Vote: 8-0-0**

1. **Old Business**

None

**IV. Discussion**

**2021 Regular Meeting Schedule**

Commissioner Towers made a **motion to approve the 2021 Regular Meeting Schedule.** Commissioner Fraysier seconded the motion.

**Vote** 8-0-0

**V. Authorized Agent Actions**

E. Perko stated a driveway construction was approved at 799 Matianuck Avenue and gave an overview of the project.

**VI. Agent Report**

**VII. Petitions from Commissioners**

Wishing everyone a happy holidays

**VIII. Adjournment**

Commissioner Towers made the motion to adjourn at 7:34 PM.

Commissioner St. Amand seconded the motion.

**Vote:** 8-0-0

I certify that these minutes were approved on

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Marlene Towers, Secretary

Inland Wetlands and Watercourses Commission