

**SPECIAL MEETING MINUTES**  
**WINDSOR INLAND WETLANDS & WATERCOURSES COMMISSION**  
**WEDNESDAY JUNE 3, 2020 7:00PM**

**Meeting Location:** Online webinar, to join via computer please go to the link below  
<https://us02web.zoom.us/j/83081108458>

To join via telephone please dial: +16465588656 then when prompted 83081108458#

Chairman Lou Morando called the meeting to order at 7:11 PM.

**I. Roll Call (Chairman Morando reminded everyone to silence their cell phones.)**

Present: Chairman Lou Morando, Vice Chairman Paul St. Amand, Secretary Marlene Towers and Commissioners Ruth Jefferis, Richard Williams, Kevin Washington, and Adam Schibley. A quorum was established.

Absent: Commissioner Steven Fraysier

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 7:13 PM.

There were no comments from the public.

Public communications closed at 7:14 PM.

**III. Business Meeting**

**A. Minutes**

Commissioner St. Amand made a **motion to approve the minutes as corrected for the May 4, 2020 meeting.** Commissioner Towers seconded the motion.

**Vote 6-0-1.**

**B. New Business**

**Application 20-114\_175 West Street –Jamaal Providence – 55 ft. retaining wall within the upland review area**

Jamaal Providence presented the application for a 55' long 3' high retaining wall in the back corner of his property. Three truckloads of fill will be brought in, the area is currently maintained lawn and the excavated material to create the wall will be used in and around the project area. Once the wall is complete a patio will be constructed and the area will be seeded.

Wetlands Agent Perko pointed out the proposed project is approximately 60 ft. from the delineated wetland.

J. Providence stated the project will require clearing of brush and fallen trees. The property remains dry throughout the year with no presence of standing water.

Commissioner Schibley made a motion to **accept the application and delegate to the agent**. Commissioner Towers seconded the motion.

**Vote 7-0-0**

**C. Old Business**

**Application 20-113\_72 Windbrook Drive – AFS Consulting LLC – Create trench for drainage improvements**

Commissioner St. Amand made a motion to **move application 20-113 be placed first under old business**. Commissioner Jefferis seconded. **Vote 7-0-0**

Tony Sponzo presented the method of procedure for creating the trench. The trench will be excavated two feet deep, all fill will be utilized on site, and  $\frac{3}{4}$  inch crushed stone will be placed in the trench to allow for infiltration. The void created through the trench will allow for the standing water in the yard to seep into the wetlands quicker.

Discussion occurred on the use of a wetland seed mix once the project is complete. The area is currently maintained lawn and it was determined it would be appropriate to keep it as such.

Commissioner Towers asked about maintenance issued with the trench when the grass area is cut.

T. Sponzo stated grass cuttings are biodegradable and will break down over time but if the trench becomes clogged it will need to be cleaned out and new stone will be applied.

Commissioner Schibley made a motion to **approve the application with standard conditions**. Commissioner Towers seconded the motion.

**Vote 7-0-0**

**Application 20-112\_73 Alden Road – [REDACTED] – Shed on gravel base with curtain drain.**

Commissioner [REDACTED] recused himself for this application.

[REDACTED] stated the proposed shed has been reduced to 12' x 16' from 12' x 18'.

Commissioner Towers asked if a curtain drain would be used.

[REDACTED] stated he was still unsure if it would be necessary or not but is in communication with his neighbor about the project, whom is on board with the shed and drain. Alternative locations for the shed were discussed, however there is a concern with falling trees.

Commissioner St. Amand made a motion to **approve the application with standard conditions**. Commissioner Jefferis seconded the motion.

**Vote 6-0-1**

#### **IV. Public Hearing**

Proposed amendment to the Windsor Inland Wetlands and Watercourses Regulations:  
Section 2.1(z) and Section 10.9

Public Hearing was opened at 7:48PM

Wetlands Agent Perko stated she received communication back from Darcy Winther from DEEP with the recommendation Section 20 be removed from the regulations.

Commissioner Schibley made a motion that the **proposed amendments being considered at the public hearing be altered by deleting section 20 of the regulations and renumbering the sections that follow accordingly.** Commissioner Jefferis seconded.

**Vote** 7-0-0

Commissioner Schibley made a motion to **approve the amendments proposed to the regulations.** Commissioner St. Amand seconded the motion.

**Vote** 7-0-0

Public Hearing closed at 7:53 PM

#### **V. Miscellaneous**

None

#### **VI. Authorized Agent Actions**

There were no Agent Actions

#### **VII. Agent Report**

None

#### **VIII. Petitions from Commissioners**

There were no Petitions from Commissioners

#### **IX. Adjournment**

Chairman Morando entertained a motion to adjourn.

Commissioner Schibley made the motion to adjourn at 7:54 PM.

Commissioner St. Amand seconded the motion.

**Vote:** 7-0-0

I certify that these minutes were approved on

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Marlene Towers, Secretary  
Inland Wetlands and Watercourses Commission