

**REGULAR MEETING MINUTES**  
**WINDSOR INLAND WETLANDS & WATERCOURSES COMMISSION**  
**TUESDAY OCTOBER 1<sup>ST</sup>, 2024 7:00PM**  
**HYBRID MEETING – COUNCIL CHAMBERS AND ONLINE**  
Online webinar: <https://us02web.zoom.us/j/85435818689>

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Vice Chairman Elder called the meeting to order at 7:00 p.m.

**1. ROLL CALL**

Present: Vice Chairman Elder, Secretary Towers, and Commissioners C. Elkins, B. Stearns, and N. Osowiecki.

Also present was Wetland Agent, Chloe Thompson.

**2. PUBLIC COMMUNICATIONS** (3-minute limit on items other than Public Hearings) – None; communications closed at 7:01pm.

**3. BUSINESS MEETING**

**a. MINUTES**

Vice Chairman Elder made a **motion to approve the minutes for September 4<sup>th</sup>, 2024**. Commissioner Elkins seconded the motion. **Vote 5-0-0**

**b. OLD BUSINESS**

i. Application 24-211: 20 Day Hill Road, 20 Day Hill Road, LLC. – Pickleball Facility

Bryan Balicki, P.E. of Furrow Engineering introduced himself as the representative of the application. B. Balicki explained that there have been revisions to the application in response to the Commission's comments from the previous meeting. B. Balicki explained that the wetland replication details were added to the site plans; the replication area was also relocated to the northern portion of the site, taking recommendations from their Wetland Scientist and W.A. Thompson. B. Balicki stated that the lighting plan was also modified to reduce the light exposure into the wetlands as requested by the Commission. Additional erosion control measures were added around the utilities in the southern portion of the site. B. Balicki stated that these revisions address all four comments from the Commission at the previous meeting.

Commissioner Towers thanked B. Balicki for addressing all of their concerns.

Vice Chairman Elder asked when the construction was scheduled to start. B. Balicki stated that they are scheduled to propose their application to the Planning and Zoning Commission next week, and the developers wish to begin as soon as possible. Construction would continue through the winter months.

Commissioner Towers asked if there was plan to stabilize stockpiled material. Vice Chairman Elder added that planting and seeding most likely wouldn't be possible to occur until spring. B. Balicki stated that there would be silt fencing and/or straw waddles around the stockpiles to prevent erosion from runoff, and the majority of this work will be completed early in the construction period. B. Balicki added that the wetland replication area would be constructed in the spring as well.

Commissioner Towers made a **motion to accept application 24-211: 20 Day Hill Road, 20 Day Hill Road, LLC. – Pickleball Facility, with the conditions of adding erosion controls around any stockpiled material and ensuring seeding occurs in the spring.** Commissioner Elkins seconded the motion. **Vote 5-0-0**

\*There was a brief intermission; the meeting resumed at 7:21pm.

#### 4. PUBLIC HEARINGS

- a. Petition for Wetland Map Amendment 24-215: 33 Shelley Ave, Mark Thomas

W.A. Thompson explained that Mark Thomas, the property owner, was not present therefore, the hearing would have to be continued until the next meeting. The Commissioners requested W.A. Thompson communicate to the applicant that they would like the Wetland Scientist to be present.

Commissioner Towers made a **motion to continue the public hearing petition for Wetland Map Amendment 24-215: 33 Shelley Ave, Mark Thomas, to November 6, 2024.** Commissioner Stearns seconded the motion. **Vote 5-0-0**

#### 5. AUTHORIZED AGENT ACTIONS

- a. AA24-216: 16 Hilltop Rd – 16' x 12' Shed

#### 6. AGENT REPORTS

- a. Violations

- i. V24-125: 39 Pebblebrook Violation, B&M Tree Company & Akina Richards

W.A. Thompson explained the debris has been removed from the slope, and she has requested a follow-up site visit to ensure there is no need for additional remediation.

- ii. V24-126: 509 River Street Violation, Wayne Kier

W.A. Thompson explained the details of this violation, which involved the deposition roughly 20-30 cubic yards of low-grade fill directly adjacent to a stream along the property line. What appeared to be a result of this activity was significant erosion of the stream banks opposing the fill, alteration of the stream flow and significant sedimentation in the stream. W.A. Thompson stated that she has not received correspondence from the property owner and the allotted compliance period has expired therefore, a citation was issued. Due to the difficulty with

communication and successful delivery of certified mail to the property owner, the citation was sent via certified mail, first class mail and State Marshall.

iii. V24-127: 705 Prospect Hill Road Violation, Charles Stoldt

W.A. Thompson explained that the Notice of Violation has been sent via State Marshall, as the certified mailings were repeatedly returned as ‘undeliverable’ from the Post Office.

iv. Violation 23-122: 364 Addison Road, Mark Scott – Cease & Desist Order

W.A. Thompson explained that as discussed in the previous meeting, she has written a letter to the property owner explaining that they are currently not in compliance with the order. This letter established a deadline of October 14<sup>th</sup> to provide the Commission with a date by when the previously requested material would be submitted.

**7. PETITIONS FROM COMMISSIONERS**

Commissioner Towers asked for an update on the stormwater calculations for 55 Baker Hollow Road that were mentioned in the previous meeting. W.A. Thompson reminded the Commission that this was in regard to a revision to the stormwater report after the IWWC approved this application, that the Town Engineer believed would change the impact to the wetlands and watercourses. The Town Engineer included this in her staff comments to the applicant, but has not yet received a response from the applicant.

**8. ADJOURNMENT**

**Commissioner Vice Chairman Elder made a motion to adjourn at 7:35 p.m. Commissioner Towers seconded the motion. Vote 5-0-0**

I certify that these minutes were approved on

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Marlene Towers, Secretary  
Inland Wetlands and Watercourses Commission