

**Town of Norfolk  
Inland Wetlands Agency  
Zoom Meeting  
Monday January 4, 2021  
Regular Meeting 7:00 pm  
Minutes**

1. Call to Order – 7:03 pm
2. Roll Call – Mead (Chair), Tucker, Kessin, Lovett, Kwast, IWO Halloran
3. Agenda Review – No change
4. Approval of December 7, 2020 Minutes – Approved unanimously with one change, delete the words “need address” from 6B.
5. Public Comment – None
6. New Business – Public Hearing #20-010 Town of Norfolk, City Meadow/Station Place expansion and update.

The Public Hearing was convened at 7:10 pm. In addition to Agency members and the IWO, Bob Gilchrest, Molly Ackerly, and Dawn Whalen attended. Chairman Mead reminded Agency members of the conditions for recusing oneself, and no members recused themselves. Bob Gilchrest, Allied Engineering Assoc, and the lead designer of the project, summarized and described the application for the redesign of Robertson Plaza and construction of a connection to City Meadow. This included a small number of changes to the plan presented in December. For example, the amount of siltation fencing has been doubled during construction in response to concerns expressed by Agency members. Other changes, such as the addition of more low level lighting, did not raise wetlands issues. Mr. Gilchrest responded to a number of questions from Agency members. For example, the drainage system will, as today, end in City Meadow, but the drainage process has been improved with the addition of trees and other vegetation. Drainage off the new decks will fall onto stone mulch to absorb energy. No sewer work will be needed. Some discussion was given to the access route that construction equipment will use through City Meadow. One of two proposed routes will be used, but a choice has not been made.

In response to a request for comments from the public, Molly Ackerly thanked Agency members for their consideration and interest, and emphasized the importance of this project for the Town. No written public comments were received.

Messrs. Tucker and Kessin moved to close the public meeting and their motion was approved unanimously.

Agency members then discussed whether to approve the application. After a brief discussion two conditions were proposed to be added to the usual list. First, standard condition #13 regarding the filing of a surety bond should be deleted because the Town is the owner of the property. Second, applicant must inform Mr. Halloran by letter regarding which access route from City Meadow will be used before any use of the route occurs. All members expressed enthusiasm for the project. Messrs. Tucker and Lovett moved to approve the application subject to the added conditions and their motion was approved unanimously.

Mr. Halloran said he would send a letter stating the Agency's approval to the Planning and Zoning Commission.

- 7/8. Old Business and WEO Report – Mr. Halloran reported that he had received no response from the owners of 57 Blackberry Street regarding their nonapproved but completed work (see Minutes of December 7, 2020 meeting). Agency members approved Mr. Halloran sending another letter with stronger wording to the owners.
9. Communications and Bills – None discussed
10. Adjournment – 8:00 pm

Respectfully submitted – Myron L Kwast