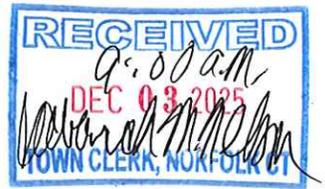


TOWN OF NORFOLK – INLAND WETLANDS COMMISSION  
NORFOLK TOWN HALL – 2<sup>ND</sup> FLOOR – 19 MAPLE AVENUE  
HYBRID REGULAR MEETING NOVEMBER 3, 2025  
MINUTES



**PRESENT:** Chairman Hartley Mead, Jill Chase, Myron Kwast, Bill Millard, Ted Otto; Alternate Joel Nelson; IWE0 Stacey Sefcik.

**EXCUSED:** Richard Kessin; Alternate Phil Lovett; Recording Secretary Marinell Crippen.

**1. CALL TO ORDER & ROLL CALL.**

Chairman Mead called the meeting to order at 7:00PM. All Commission members present were in the meeting room; none attended remotely. Chairman Mead noted that the in-person part of the meeting was being held in the Selectmen's Conference Room due to another town commission meeting having been simultaneously scheduled in the 2<sup>nd</sup> Floor Conference Room.

**2. AGENDA REVIEW.**

No business was discussed.

**3. APPROVAL OF MINUTES.**

**A. September 8, 2025 Regular Meeting.**

**MOTION** Ms. Chase, second Mr. Kwast, to accept the September 8, 2025 regular meeting minutes as presented; unanimously approved.

**4. OPPORTUNITY FOR PUBLIC COMMENT.**

No one present in person or virtually expressed a desire to speak.

**5. OLD BUSINESS.**

**A. Application #25-007 – Fill in Pond at 205 Litchfield Road. Applicant: Chippanee Construction, LLC for Mathew Goldsmith.**

Matthew Behrendt of Chippanee Construction was present on behalf of the applicant. Chairman Mead noted that at the application's acceptance at the September meeting, he had been concerned that the pond under discussion was located on land classified as forest land under PA-490; he informed the Commission that he had subsequently confirmed that it is not in fact so classified by the Assessor's Office.

Chairman Mead confirmed with the applicant that the manmade pond onsite was currently fed via well water that was not being adequately detained and was therefore essentially passing straight through to land located lower downhill. Ms. Chase noted that the Commission's only concern at the September meeting was whether the pond was located in designated forest land, which Mr. Mead resolved. Mr. Millard noted that the pond in its current state was leaking and creating issues further downhill; Ms. Sefcik and Chairman Mead both observed that the manmade pond would need significant repair and some sort of liner to function correctly if it were to remain.

Mr. Behrendt indicated that once the pond was filled in, the area would be seeded appropriately. The Commission discussed with him the possible need for repairs of piping into and out of the area. Ms. Sefcik asked Mr. Behrendt to notify her when he planned to begin work so that she could inspect as work progressed.

**MOTION** Mr. Millard, second Mr. Kwast, to approve **Application #25-007 – Fill in Pond at 205 Litchfield Road. Applicant: Chippanee Construction, LLC for Mathew Goldsmith;** unanimously approved.

**B. Continued Discussion Regarding Inland Wetlands Application Fees.**

Ms. Sefcik indicated that the draft was not yet complete. Ms. Chase asked Ms. Sefcik about the process to adopt the changes once they are prepared and ready. The Commission agreed to table this matter to the next regular meeting. Mr. Kwast suggested that the Commission should consider having a special meeting to discuss this matter, as it keeps getting tabled at regular meetings.

6. **NEW BUSINESS.**

A. **Application #25-008 – After-the-Fact Review of Piping of Possible Intermittent Watercourse at 177 Estey Road. Applicant: Andrew Berger.**

Andrew Berger was present to discuss this matter. Mr. Berger noted that the pipe had been installed after historic flooding a few years ago so as to prevent his parking area from being washed out. Ms. Sefcik reviewed with the Commission the map provided by Mr. Berger. Mr. Kwast questioned where the pipe outletted. Mr. Berger explained that the pipe outletted 10 feet from the property line; he explained that he had subsequently installed some riprap at the outlet and provided pictures to the Commission.

**MOTION** Ms. Chase, second Mr. Kwast, to approve **Application #25-008 -- After-the-Fact Review of Piping of Possible Intermittent Watercourse at 177 Estey Road. Applicant: Andrew Berger**; unanimously approved.

B. **Application #25-009 - Replacement of Bridge 06926 over Spaulding Brook on Mountain Road. Applicant: Vanasse Hangen Brustlin, Inc. for Town of Norfolk.**

Greg Garrish of Vanasse Hangen Brustlin, Inc. presented remotely on behalf of the Town. Mr. Garrish explained that the project is being administered by the CT Department of Transportation (DOT) and was fully federally funded. It had already been thoroughly reviewed by CT Department of Energy & Environmental Protection (DEEP), US Army Corps of Engineers, and the CT DOT. Mr. Garrish said that CT DEEP Fisheries Department had already approved the project, and Flood Management review and certification was currently underway.

The project site is located near the intersection of Westside Road and Mountain Road. Spaulding Brook runs south to north into the Blackberry River. The bridge is 70 years old and was rated in poor condition by the State. Beaver activity has been significant, and the new bridge would reduce flooding as well as improve environmental conditions in the area. Mr. Garrish noted that the existing bridge is very narrow, and he reviewed pictures of current conditions onsite from various angles. The area is in a 100-year flood plain. He then reviewed the proposed plans for a single-span bridge that would allow full flow underneath the bridge to return the stream crossing to pre-existing natural conditions. The design would allow increased flow under the bridge which would reduce flooding; it would also mitigate the potential for beaver activity in the area. The bridge clear span would be 30 feet in accordance with Army Corps of Engineers best management practices. Wildlife shelves would be constructed to allow for safe passage of animals under the bridge rather than across the road. The bridge was designed so that the full flow of a 100-year storm would still be several inches below the bridge; a 500-year storm will not overtop the road.

Mr. Garrish then explained that traffic on the road would be detoured for 3-4 months during construction. He explained the phases of construction and explained that all work will be done behind confinement. The project would require temporary coffer dams, dewatering basins, and concrete washout as well as silt sacks to aid sediment control. Mr. Garrish explained the 1740 square feet of permanent impacts to the watercourse were due to the removal of the existing bridge and the re-grading of the area underneath the new bridge; temporary impacts of 175 square feet to the watercourse are due to the temporary water-handling.

Commission members asked questions regarding the size of the drainage area as well as impact of the dry dam upstream of the work area. Mr. Kwast observed that the proposal was functionally a significant improvement to the present situation; however, he also questioned the esthetics of the material planned for the abutments. Mr. Nelson and Mr. Otto both echoed this concern. Members agreed that this did not appear to be a significant activity and noted that esthetics were not within the Commission's purview.

**MOTION** Ms. Chase, second Mr. Nelson, to accept **Application #25-009 - Replacement of Bridge 06926 over Spaulding Brook on Mountain Road. Applicant: Vanasse Hangen Brustlin, Inc. for Town of Norfolk**; unanimously approved.

7. **WEO REPORT.**

The Commission reviewed the Inland Wetlands Enforcement Officer's monthly report.

**8. COMMUNICATIONS & BILLS.**

The Commission discussed the wetlands program recently held in Cornwall by the Northwest Conservation District and possible subsequent local training opportunities.

The Commission also reviewed the proposed 2026 Regular Meeting Schedule. The Commission agreed to adopt the 2026 Regular Meeting Schedule as presented.

**9. ADJOURNMENT.**

**MOTION** Ms. Chase, second Mr. Kwast, to adjourn at 7:53PM; unanimously approved.

Respectfully submitted,

Stacey M. Sefcik  
Land Use Administrator

