



**TOWN OF NORFOLK – INLAND WETLANDS COMMISSION  
NORFOLK TOWN HALL – 2<sup>ND</sup> FLOOR – 19 MAPLE AVENUE  
HYBRID REGULAR MEETING REVISED DRAFT MINUTES  
MONDAY, MAY 5, 2025 - 7:00PM**

1. **CALL TO ORDER & ROLL CALL.** 7 pm. Hartley Mead, Bill Millard, Myron Kwast, Jill Chase, Rich Kessin, Phil Lovett, Joel Howard (alternate), Ted Otto (alternate) Stacey Sefcik IWEQ, Marinell Crippen -recording secretary
2. **AGENDA REVIEW** None
3. **APPROVAL OF MINUTES.**
  - A. March 26, 2025 special meeting. Cell tower meeting. Jill Chase made a motion to accept the March 26<sup>th</sup>, 2025 special meeting minutes, seconded by Hartley Mead and approved unanimously by all who were present at the meeting.
  - B. April 7, 2025 regular meeting. Jill Chase made a motion to accept the April 7, 2025 regular meeting minutes, seconded by Bill Millard and approved unanimously.
4. **OPPORTUNITY FOR PUBLIC COMMENT:** Kate Johnson, President of Foundation for Norfolk Living, said that on Friday May 9<sup>th</sup>, 2025 at 11am there will be a ribbon cutting at Haystack Woods and all Wetland members are welcome to join as she thanked them for their volunteer work in helping with the implementation of the project.
5. **OLD BUSINESS.**
  - A. Continued Discussion Regarding Inland Wetlands Application Fees. Discussion happened regarding the price of the fee. Bill Millard made a motion to have Stacey Sefcik develop a draft for a revised fee schedule for the commissions review, with the goal of the baseline permitting being around \$180 and to schedule a public hearing, seconded by Jill Chase and approved unanimously.
  - B. Discussion & Possible Action Regarding New Inland Wetlands Commission Members.  
The Agency is now at the required number of members. Rich Kessin will be leaving shortly.
6. **NEW BUSINESS.**
  - A. Application #25-002: Karen Rossi, 60 Estey Road – Installation of Septic System and Grading in the Upland Review Area.  
Scott Kelly, builder, spoke on Zoom, and explained the project. There are two buildings on the property, one older building being converted to a storage facility/studio and the other one will be a 3 bedroom house. The septic system will be removed and a new one will be installed. It is in the upland review area. The septic will be for the house and a half bath for shed. Clayton Deming will do the septic system. Karen Rossi then joined the Zoom call.  
Jill Chase made a motion to accept the application and put it on the agenda for next month, Bill Millard seconded and it was approved unanimously.
  - B. Application #25-003: Foundation for Norfolk Living, Assessor's Map #7-12/97/1A – Construction of Gravel Driveway, Utility Trenching, & Grading for Single-Family Dwelling in the Upland Review Area.

Kate Briggs Johnson, president of Foundation for Norfolk Living, spoke for the Foundation. George Logan for Rema Ecological Service, a soil scientist, was on zoom. They have a plot on Haystack and Old Colony and Litchfield County Center for Housing Opportunities approached them to build a house on the plot.

George Logan then spoke and said there is no direct impact to Wetlands.

Bill Millard made a motion to have Stacey Sefcik take care of the application, seconded by Myron Kwast and approved unanimously.

**7. WEO REPORT.**

Ms. Sefcik gave her report

**8. COMMUNICATIONS & BILLS. none**

**9. ADJOURNMENT.**

Myron Kwast made a motion to adjourn at 7:50pm, seconded by Jill Chase and approved unanimously.

**Respectfully submitted,**



**Marinell Crippen  
Recording Secretary**