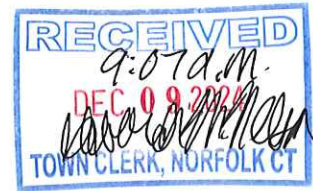


**Town of Norfolk
Inland Wetlands Commission
Norfolk Town Hall, 2nd floor
Regular Meeting Agenda
December 2, 2024 - 7:00PM
Draft Minutes**



Commission Members:

Hartley Mead, Chairman
Myron Kwast
Jill Chase

Phil Lovett, Alternate
Bill Millard
Rich Kessin

Stacey M. Sefcik, WEO
Marinell Crippen, Recording Secretary

1. **CALL TO ORDER & ROLL CALL** Hartley Mead, Rich Kessin, Myron Kwast, Jill Chase, and Bill Millard were the Commission members present along with Stacey Sefcik, WEO and Marinell Crippen, Recording Secretary.
2. **AGENDA REVIEW**-none
3. **APPROVAL OF MINUTES**
 - A. Jill Chase made a motion to approve the amended minutes of the November 4, 2024 Regular Meeting seconded by Bill Millard and approved unanimously.
4. **OPPORTUNITY FOR PUBLIC COMMENT**-none
5. **OLD BUSINESS**
 - A. Application #24-013 Construction of Walkway Around Northern Side of Pond in the Regulated Area at 207 Westside Road. (*Received at November 4, 2024 Meeting But Not Accepted*). Applicant/Owner: Confucian Study Association, Inc. Steven Wong was present to answer questions. Mr. Wong said that the Wetland soils are on the North end not where walkway is planned. He said they are thinking of using helical piles. There will be a composite deck. Stacey Sefcik noted that the pond itself is Wetlands. Mr. Wong will need to resubmit if they use helical piles. Hartley would like to know the length of the walk. Site walk is no longer necessary. Mr. Wong said they will use a silt fence during construction, and he will show on the revised plans. Mr. Wong said that volunteers of Confucian Studies will do the work. He said they plan on doing the work next summer. Bill Millard made a motion to accept the application with revisions showing the use of helical screws, dimensions of the walkway, placement of the silt fence, and material storage area or equipment during construction, seconded by Jill Chase and approved unanimously.
 - B. Continued Discussion Regarding Inland Wetlands Application Fees. Tabled. Myron suggested determining when existing fee schedule was in place and if it is appropriate he can do an inflation analysis. Hartley said it is the language of the fee schedule as well, which is confusing. The Agency will discuss next meeting.
6. **NEW BUSINESS**
 - A. Informal Discussion with Betsy Little Regarding Possible Application to Restore Barns at 27 Westside Road in the Regulated Area. Betsy Little submitted an application. Mrs. Little explained the project. She would like to make the structure at 27 Westside Road a residence and art studio. Bevan Ramsey said the barn is secure, but the other buildings need work. He said there would be no digging but moving rocks around. Mr. Ramsey said they would like to preserve it exactly as it is.

Mrs. Little has a purchase and sale agreement but Stacey said they would need written authorization from the current owner. The Commission would also need land records, some sort of layout and plans from the contractor, how the dam will be protected, how to make the connection to town water, and drawings of how materials will be handled during construction. Mr. Bevan said that there may be some digging near the road in the future for drainage. Stacey suggested having the buildings officer see the property and their plans as well.

7. WEO REPORT

8. COMMUNICATIONS & BILLS

Stacey said that she met with some people from the Conservation Commission and they were concerned that the town might not be as assiduous as they should be on getting permits from Wetlands. Stacey then suggested some towns get general maintenance permits from Wetlands and renew every five years and if there is something not routine then they come to the commission. Discussion ensued and there was a consensus that it would be helpful for all parties to have a discussion together.

Stacey sent an email that the Ct Bar association has a biannual training session on Saturday March 22, 2025 which is virtual and they cover different aspects of land use with sections like Wetlands, site plans, special permits, zoning enforcement, affordable housing and more. Jill Chase and Bill Millard would like to attend.

Rich Kessin will be gone for 3 months and then returns but will eventually be moving and he suggested replacing himself. Myron Kwast will be gone in Feb and March.

9. ADJOURNMENT.

Bill Millard made a motion to adjourn, Jill Chase seconded, and it was approved unanimously.

Respectfully submitted,



Marinell Crippen